



Donner Summit Association (DSA) Core Action Team Meeting

2020 Year in Review

TABLE OF CONTENTS

January 9, 2020	_____	2
March 12, 2020	_____	8
April 9, 2020	_____	15
May 14, 2020	_____	24
June 11, 2020	_____	34
July 9, 2020	_____	45
August 13, 2020	_____	52
September 10, 2020	_____	61
October 8, 2020	_____	74
November 12, 2020	_____	81
December 10, 2020	_____	90



Donner Summit Association (DSA) Core Action Team Meeting
Thursday, January 9, 2020 5-7 PM
Soda Springs Mountain Resort, Soda Springs, CA

Motions and votes are given in *italics*; action items are in **red bold**.

1. Welcome

Core Action Team (DSA Board) Attendees: Sue Busby, Jordan Knighton, Pat Malberg, Bill Oudegeest, Chris Parker, Dick Simpson, Mike Spain, and John Svahn.

Others: Anne-Flore Dwyer (Plavada), Ward Fansler (CFO), Mark Himmelstein (legal advisor), Mitzi Hodges (Soda Springs), and Beth Tanhoff (Administrative Assistant).

The meeting was called to order at 5:08 PM by Pat Malberg.

Pat asked for quick summaries of personal highlights over the past couple months. Most attendees mentioned reunions with family over the holidays.

2. Approval of Agenda

Moved (John), seconded (Bill), and carried unanimously (MSC-U) to approve the agenda.

3. Approval of Minutes:

No changes to the December meeting minutes were proposed.

MSC-U (Bill, Chris) to approve the December 12 meeting minutes.

DONNER SUMMIT ASSOCIATION
P.O. BOX 674, SODA SPRINGS, CA 95728

www.donnersummitca.com
A 501 (c) (3) non-profit organization
E.I.N: 87-0806766

4. Financial Report

Ward distributed a hard copy report of financial activity through November. The checking account has a little less than \$8K. \$19K has been received from Placer County to cover Master Plan expenses; Ward will write a check for that amount to Stantec tomorrow. The October fundraiser at Clair Tappaan Lodge netted \$4369. Ward's report covering December will show that portable toilet costs have been shared with the Truckee Donner Land Trust.

DSA is a year behind in filing IRS Form 990. That needs to be cleared up before DSA loses its IRS 501(c)(3) qualification.

5. AB5 Impact on the DSA Administrative Assistant Position

Ward explained that AB5, which went into effect on January 1, redefines the relationship between employers and employees. Many workers who were previously independent contractors must now be classified as employees. Contractors need to work their own hours, the work itself has to be outside the usual course of the employer's business, and the contractor needs to have more than one client (that is, have more than one 1099 form) in that line of work. Ward suggested that DSA draft a job description and retain an attorney to draft a contract for the Administrative Assistant (AA) position; **Mark will assist**. There may be a job description in the DSA drop box; **Chris offered to look at it**. A decision needs to be made within six months on whether the AA position qualifies as an independent contractor. If not, Beth said she would consider serving on the Board and doing the work as a volunteer.

6. Property Tax Exemption

The exemption is called a "welfare exemption" and is available to qualifying non-profit organizations. There are two steps in obtaining a welfare exemption. First, California's Board of Equalization (BoE) requires an application plus copies of the organization's Articles of Incorporation (AofI), bylaws, and IRS 501(c)(3) qualification letter. Pat has found a copy of the first page of the 501(c)(3) letter; Mark said he can find the full document using information from the first page. It is possible for an organization to obtain BoE approval without owning property; but he cautioned against obtaining that approval too far in advance.

Mark has found documentation that the Serene Lakes Donner Summit Conservation Association (SLDSCA) changed its name to Donner Summit Legacy (DSL); but he doesn't have documentation on the DSL to DSA name change. **Pat said that she could provide the missing document.**

Mark said that the SLDSCA/DSL/DSA AofI are generally good except for the dissolution section; BoE requires that assets go to an organization that meets State requirements, and the current AofI is not specific enough. **He offered to update the AofI for DSA in December; he will continue that task.**

The second step in obtaining a welfare exemption is to obtain approval from the County Assessor. Use of the property has to be consistent with goals of the organization; renting part of the building may not be consistent, but it may be possible to exempt the part of the building that is not rented. **Ward offered to check whether there is a threshold percentage of use.**

Finally, Mark noted that a non-profit must register with the California Attorney General and file a form annually with the latest IRS Form 990 attached. There is no record that SLDSCA, DSL, or DSA has ever registered.

Pat has contacted Jeffrey Thorsby about purchasing a visitor center (VC); he remains very interested in supporting that goal. Tommy Christy is very interested in selling Tinkers Station to DSA; Pat put Tommy in contact with Jeffrey. However, she conceded that DSA ownership of a VC is at least a year away because of the TOT funding cycle in both Placer and Nevada Counties.

7. Monument Update

The Monument is done, and the bills have been paid.

8. Visitor Center II Status

The second Visitor Center (VC) grant has been completed. Pat has signed and mailed the paperwork to Placer County.

MSC (Bill, John) to approve the signed contract for VC II . Jordan abstained because he has a financial interest in the outcome.

9. Shed II Status

Nothing new.

10. Tourism Business Improvement District (T-BID)

Nevada County is planning to go forward with its T-BID, which will include Donner Summit. Nevada County TOT income comes from Clair Tappaan Lodge, condos at Donner Ski Ranch, rentals at Plavada, and other sources north of the county line with Placer County.

11. Matching Funds

About \$12.5K is needed by the end of 2020 for Master Plan matching funds. Another \$12.5K will be needed for Shed II matching funds later.

12. Fundraising

Chris and Pat went to the first seasonal meeting of the Sugar Bowl Ski Club, gave a presentation, and passed out membership applications; there seems to have been no response. Chris suggested a follow-up.

John and Dick will update the fundraising letter to reflect changes in the past month. They will circulate it to the Board if there are significant changes. Then Dick will provide Beth with a Word document, which she will e-mail to as many addresses as she can obtain.

Pat suggested adding to the letter that we need \$20K. Mitzi warned that a blind mailing may not attract attention; there should be an introduction so that recipients know what DSA is. Jordan thought including the latest brochure would be useful; it is on the web site, so a link could be included.

13. Risk Management

Mike distributed a draft liability waiver for volunteer workers about a week before the meeting. Mark suggested adding "hold harmless" to Mike's draft; he was OK otherwise. Dick asked whether DSA wants to make the waiver specific for each event; there was consensus that using a new form for each activity would be a good idea. Dick also asked whether there should be some language allowing volunteers to back off if they don't feel comfortable with the work; Mike felt that the wording about following instructions of the DSA leader could be modified or omitted. Mark noted that intentional misconduct and gross negligence cannot be waived in California; but the DSA draft form does not mention negligence. **Mike will send the next version of the waiver to Pat.**

14. Board Membership

Dick said that Maria Montano and Tommy Christy have both resigned from the Board because their presence on the Summit has been reduced. Cheryl Paduano has offered to resign but wanted to remain involved.

MSC-U (Bill, Sue) to accept Maria Montano's resignation.

MSC-U (Bill, Sue) to accept Tommy Christy's resignation.

Sue will discuss options with Cheryl, emphasizing the need for participation in Board meetings because of quorum requirements.

Anne-Flore Dwyer had expressed interest in joining the Board at the December meeting. Dick conducted an e-mail vote; although six Board members approved, seven were required, so the e-vote failed.

MSC-U (Chris, Bill) to approve Anne-Flore Dwyer as a Board member.

15. Restructuring for 2020

Pat proposed establishing several committees, which would carry certain projects forward. The committees, their members, and their lead members are listed below. There were no objections to the assignments.

Website Design/Oversight and Cybersecurity

Dick Simpson (lead)

Forrest Smith

Beth Tanhoff

Nathan Wieler

Sugar Bowl and Boreal/Soda marketing specialists to be added later

Beautification and Design

Chris Parker (lead)

Anne-Flore Dwyer

Jordan Knighton

Pat Malberg

Bill Oudegeest

Fundraising

Sue Busby (lead)

Pat Malberg

Bill Oudegeest

John Svahn

Beth Tanhoff

Policies and Procedures

Mike Spain (lead)

John Svahn

Dick said the Web Site/Cybersecurity Committee would not meet until spring, when marketing people from Sugar Bowl and Boreal/Soda are available. John and Mike will exchange views as needed on the Policy Committee. The Design/Beautification Committee and the Fundraising Committee will meet in February.

Mitzi said there is a problem with swag sales — namely, there is nothing at the Soda Springs General Store. She suggested rethinking what would be provided and producing items in smaller quantities. She has experience in this area and offered to head a revitalization of the swag task. Sue thought getting Cheryl involved would be important since Cheryl knows what will sell. **Mitzi will work with Sue, since this falls under Fundraising.**

The next Board meeting will be at 5 PM on March 12 at a location to be determined. Mike offered to host again at Soda Springs Mountain Resort.

16. Announcements

The Economic Resource Council, which establishes the committee to oversee the T-BID fund distribution, will meet on January 15; Pat will attend.

Truckee Tomorrow meets next on February 13.

The January 16 MAC meeting has been canceled.

Greg Dallas has been in touch with Ted Gong about establishing a decent program for the railroad tunnels; it would emphasize contributions from the Chinese laborers. This project may include graffiti mitigation. They have met with Union Pacific Railroad, the property owner; UPRR appears to be supportive.

17. Adjournment

There being no other business, Pat adjourned the meeting at 6:57PM.

Minutes approved by the DSA Board of Directors at its meeting on March 12, 2019.

Minutes signed by DSA Secretary, Richard Simpson, _____



Donner Summit Association (DSA) Core Action Team Meeting
Thursday, March 12, 2020 5-7 PM
Soda Springs Mountain Resort, Soda Springs, CA

Motions and votes are given in *italics*; action items are in **red bold**. For various reasons, the minutes below do not reflect the strict chronological order of discussions during the meeting.

1. Welcome

Core Action Team (DSA Board) Attendees: Pat Malberg, Bill Oudegeest, Chris Parker, Dick Simpson, Mike Spain, and John Svahn (by phone).

Others: Don Malberg, Mark Himelstein, and Jeffrey Thorsby

The meeting was called to order by Pat Malberg at 5:10 PM. Chris Parker set up a GoToMeeting site so that remote participants could connect by phone.

Pat asked to move Chris Parker's items to the front since he would have to leave at 5:45 PM. John said he had to disconnect at 6 PM.

After a brief discussion, the Board accepted the resignation of Cheryl Paduano. She had offered her resignation in an e-mail circulated about two months ago but no action was taken at that time. Since then, both Sue Busby and Dick have discussed this with Cheryl. She intends to remain active; but her work at the Soda Springs General Store and her schedule otherwise preclude participation in meetings except in very unusual circumstances.

2. Approval of Agenda

Moved (Dick), seconded (Chris), and carried unanimously (MSC-U) to approve the agenda.

DONNER SUMMIT ASSOCIATION
P.O. BOX 674, SODA SPRINGS, CA 95728

www.donnersummitca.com
A 501 (c) (3) non-profit organization
E.I.N: 87-0806766

3. Approval of Minutes:

No changes to the January meeting minutes were proposed.

MSC-U (Chris, Bill) to approve the January meeting minutes.

4. Financial Report (Pat):

Ward Fansler sent a copy of his latest financial report to Pat. She didn't realize she was the only recipient and did not forward it to the rest of the Board. Discussion was tabled to the next Board meeting.

5. AB5 Impact on the DSA Administrative Assistant Position (Parker):

Chris had offered to draft a job description for the position, but he has not made any progress. **He will continue.**

6. Tourism Business Improvement District (T-BID) (Jeffrey Thorsby)

The Nevada County Economic Resource Council (ERC) has a tourism and marketing committee that has been talking about a proposed T-BID. Grass Valley interests are very supportive, and they have been advised that DSA also may want to join. Pat Malberg has been attending recent meetings to discuss possibilities. A group in Penn Valley also wants to be included. Nevada County staff presented a T-BID proposal to the Board of Supervisors (BoS) at the Board's recent strategy session.

Nevada County has \$500K available to proceed with a visitor center. Jeffrey wants to know what DSA thinks is the best way forward. Donner Summit is at the top of the priority list for being included in a T-BID. Turning a T-BID into reality will require buy-in from local merchants, which will take time. The 'hoteliers' on the Summit would be the major participants. Short-term rentals would also contribute, but there aren't many at the Summit. If the local hoteliers are supportive, they would work with the ERC to develop a plan and then petition the County for a Transient Occupancy Tax increment (for example, 2%) and explain how the funds would be used. If approved by the BoS, a non-profit (a 'leadership' group with an advisory committee) would administer the funds.

Pat asked whether some of the funds expected to be raised through the T-BID could be used for visitor-center-like purposes at the Summit, rather than being spent directly on marketing, which is the usual expectation. That seems to be possible. Chris asked how the fact that a county line passes directly through the Summit matters in this process — that is, Placer County

businesses may benefit without having to collect the T-BID tax since the tax only applies in Nevada County. There could be a similar process in Placer County; but that would require possibly complex negotiations. Chris added that there are two important questions: what sort of revenue is needed from such a T-BID, and why? Jeffrey said the goal is to establish a *regional* marketing effort. Bill said that he is optimistic that marketing will lead to a healthier economy at Donner Summit, which will feed back into TOT.

Supervisor Richard Anderson, who represents Truckee and Donner Summit, has been very critical of the ERC. Although ERC is funded by the entire county, he sees almost nothing of value being returned to Donner/Truckee. The ERC is funded by the County five years at a time, and the renewal process will begin soon. The new ERC may have to include the parts of Placer County that logically fall within the geographic and economic zone that is Donner Summit. Jeffrey said the next ERC should include a person with better connections on the Summit. Chris said Sugar Bowl pulled out of an initiative started by Placer County a few years ago because Sugar Bowl has only 27 'hotel' rooms and feared the ski area would be ignored by the economic powers that surround Lake Tahoe

Jeffrey will continue with the current arrangements; Pat is agreeable to attending meetings, but she would like to bring in someone with more of an economic stake in Nevada County. Mike thought Boreal/Soda Springs might be able to find someone; he will check with Amy Ohren. The meetings are once every month or so (next is March 25 in the Nevada City area). Jeffrey said he would like to have a meeting at the Summit.

7. Property Tax Exemption (Mark Himelstein)

Mark circulated new Articles of Incorporation by e-mail after the January Board meeting. If the new articles are approved, they need to be signed and submitted. There is no rush, since DSA is not poised to purchase property, and that is when the Articles would be given serious scrutiny as part of an effort to obtain a property tax exemption. The existing Articles date from the Serene Lakes Donner Summit Conservation Association and have been amended twice. The new ones are much cleaner.

MSC-U (Bill, Dick) to approve the new Articles of Incorporation.

Pat and Dick signed the new Articles; Mark will submit them to the appropriate State office.

8. Project Updates

- a. Shed II — Bill said the Placer County Board of Supervisors approved the latest grant request.
- b. Matching Funds — The Master Plan will be completed in April or May; at that time, DSA will have to come up with \$12K in matching funds. Another \$12K in matching funds will be needed by the end of 2020.
- c. Shed — The Design and Beautification Committee has met a couple times and discussed possible design options for The Shed. Nothing has been committed to paper yet, but Chris hopes that can be done by early April when the Committee will have its next meeting. Anne-Flore Dwyer has been contributing in several areas, including locating possible bench designs in the area. The overall design needs to be practical and something that can be implemented by volunteers without special skills so that costs can be kept down. Chris has been talking to Ron Gregg about moving rocks to serve as barricades. At some point the Committee will need to discuss what type of finish grade materials will be used for the walkway to the tunnel shaft. The parking area needs striping. Bill has drafted wording for signs, which will be provided to the Board for review before fabrication.
- d. Donner Summit Clean-up — A date for this annual event needs to be selected. Pat proposed 31 May or 6 June; but the May date has already been selected by SLPOA for its Sand Fling. There was consensus to go with Saturday, June 6; the Board will confirm at its May meeting in case the snow situation changes. Expect to meet at 9 AM at the Store.

9. Fundraising Committee (Pat for Sue)

Sue prepared a report that Pat distributed. The next Fundraising Committee meeting is April 8 (Wednesday) at Sue Busby's.

A meeting with Nancy Bechtel to discuss fundraising possibilities around Donner Summit did not work out. Nancy will not be back at the Summit for a while, so most of this activity is on hold. Chris said that Greg Dallas had told him to draft a letter to Sugar Bowl homeowners, so that task can go forward.

John noted that the 'return-on-investment' is usually much better with major donors than with 'events', though the latter reach many more people. Some ideas for reaching major donors include placing donor names on signs or plaques at Donner Summit trailheads, on benches, or on kiosks. The path to the shaft could also be named after a donor.

Possible events include a repeat of Music in the Tunnel, which was well-received in its first incarnation and raised \$12K; an event centered on certain musicians; and on beer or wine tasting at Summit Haus after another event. These should be targeted for July or August. Jeffrey offered to recruit musicians from the Foothills; he thinks they would be very supportive of volunteering for a DSA fundraiser. In fact, Jeffrey admitted that he is a musician himself, so he knows many possible candidates.

The October Festival at Clair Tappaan Lodge last fall was very successful. Pat would like to do a repeat, but **she has to contact CTL management to set things in motion**. Sue has contacted Amber Hardesty about being a non-profit partner with Ragnar; but that looks like a lot of work for very little monetary return.

Swag sales have bottomed out. DSA had to return \$149 to a potential customer interested in buying T-shirts; there are no T-shirts to sell. New effort needs to go into styles and colors that will sell. There need to be new initiatives in locating vendors and producers.

The Committee is considering a membership drive, perhaps targeted at property owners along Donner Pass Road. Getting names and addresses is challenging. The recent fundraising letter did not generate much response. However, Bill and Dick said they would appreciate receipts for tax purposes; **Pat said she would arrange for those to be sent out**.

There was a question about filing tax returns. Bill said High Sierra Tax Service in Truckee has done that in the past; he believes the owner is already working on the return for tax year 2019.

10. Computer and Web Site Committee (Dick)

Dick has exchanged several e-mails with Forrest, who is interested in upgrading the web site while simplifying maintenance. Dick asked about moving some DSAA web site materials to the DSA web site (initially for preservation, later for possible integration); Forrest has not returned an estimate. A second question is ownership of the DSAA web site, since we may want to close it down after preserving what we think is valuable. Forrest thinks Beth may be an owner, but Dick has not heard from Beth on the question. Finally, Forrest thinks the DSA web site is reasonably secure so far as financial transactions are concerned. No financial information is stored on the web site; instead, it is moved to a firm that specializes in web financials, and Forrest gives the firm good marks for security.

On the question of future directions, it was agreed several months ago that Sugar Bowl and Boreal/Soda marketing specialists might be able to help with DSA web site improvements when their work supporting the ski season started winding down. Mike said Boreal/Soda is looking toward April 12 as their closing date, subject to snow conditions. Mike thinks having a meeting of all concerned in early April would be about right. He will contact Matt Peterson about availability; Matt is currently leading the web efforts for Boreal/Soda after their full-time web specialist left. Dick will contact Chris Parker and/or Jon Slaughter about availability of people at Sugar Bowl. They will settle on a date to meet (which could be over lunch) to discuss possibilities for improving the DSA web site.

Mike noted that web services accounted for half of ticket sales at Soda Springs this season, and the number may actually be closer to 60%. He sees 'apps' as the future.

11. Risk Management

Mike distributed a revised liability waiver for volunteer workers; it includes improvements requested at the last meeting, and it has been reviewed by Boreal/Soda risk management personnel. There was consensus to go ahead with the new form, but Pat asked that Mike send it to Greg Dallas for his review, since many DSA projects will be carried out on Sugar Bowl owned or leased properties. **Mike will send a copy to Greg.**

12. Future Meetings and Activities (Pat)

Pat thinks we will need a work party to replace the north side of The Shed. Bill and Mike suggested waiting until the **May Board meeting to set a date.**

The Design Committee meets April 1, the Fundraising Committee meets April 8, and the Computer/Web Committee meets in early April on a date TBD.

Next Board meeting will be on April 9; several members felt that waiting two months between meetings was too long. If April 9 looks bad as the date approaches, we can skip to May. Mike will see whether we could meet at Boreal in April.

13. Announcements

The next quarterly MAC meeting is April 16.

14. Adjournment

There being no other business, Pat adjourned the meeting at 6:27 PM.

Minutes approved by the DSA Board of Directors at its meeting on April 9, 2019.

Minutes signed by DSA Secretary, Richard Simpson, _____



Donner Summit Association (DSA) Core Action Team Meeting
Thursday, April 9, 2020 5-7 PM
Virtual Meeting Hosted from Sugar Bowl, Norden, CA

Motions and votes are given in *italics*; action items are in **red bold**. For various reasons, the minutes below do not reflect the strict chronological order of discussions during the meeting.

1. Welcome:

Core Action Team (DSA Board) Attendees: Sue Busby, Anne-Flore Dwyer, Jordan Knighton, Pat Malberg, Bill Oudegeest, Chris Parker, Dick Simpson, Mike Spain, John Svahn, and Krista Voosen.

Others: Beth Tanhoff (DSA Administrative Assistant)

The meeting was called to order by Pat Malberg at 5:10 PM. Chris Parker had set up a GoToMeeting site so that remote participants could connect by computer, tablet, smart phone, or traditional phone.

2. Approval of Agenda:

Moved (Dick), seconded (Chris), and carried unanimously (MSC-U) to approve the agenda except that Mike Spain's waiver form item would be moved forward so that he could disconnect by 6 PM.

3. Approval of Minutes:

No changes to the March meeting minutes were proposed.

MSC-U (Bill, Sue) to approve the March meeting minutes.

DONNER SUMMIT ASSOCIATION
P.O. BOX 674, SODA SPRINGS, CA 95728

www.donnersummitca.com
A 501 (c) (3) non-profit organization
E.I.N: 87-0806766



Shelter-in-place on Donner Pass Road, April 10 (IMG_2087.jpg, by Pat Malberg).

4. Status at Donner Summit (All):

Chris said all 64 employees at Sugar Bowl would be back at work Monday. 'Essential' employees would be 'breaking down' the winter configuration of the resort, as they do at this time every year. Non-essentials would be working from home. The Sugar Bowl Board of Directors has been very supportive of employees during the COVID-19 shutdown; funding for salaries and wages will be through a combination of tax credits and reserves. Some employees are expected to take additional paid time off or use sick leave.

Sue said Castle Peak Rentals has had no rentals since March 13, and there are no bookings for the summer in progress. Two of her salaried people are working from home. They will be filing for unemployment, while Sue looks into the Families First Coronavirus Response Act (FFCRA) for financial assistance.

Bill said he has been surprised by the number of people sheltering in Serene Lakes; there is a steady stream of walkers, joggers, and others parading past his house on Soda Springs Road. Sue believes that most of the people at Serene Lakes are homeowners. She added that Tony and Cheryl Paduano are doing fine given the number of local people shopping at their store.

Chris said Richard Anderson, Nevada County Supervisor for the Truckee area, has told second homeowners to go home. There are approximately 20 beds at Tahoe Forest Hospital, which is not good considering the potential for COVID-19 cases. There have been only 34 positive tests in Nevada County, but 70% of those are in Truckee, making it a 'hot spot' at almost 10 times the

California average¹. Sue sent copies of the hospital's recent notice to her rental homeowners. Jordan said the problem isn't so much that owners of second homes are sheltering in Truckee but that they go back and forth, with each round trip potentially bringing new virus to the area.

5. Treasurer's Report (Sue):

Sue said DSA is processing an invoice for about \$10,300 from JKArchitecture dated November. She wants to check whether it is active; or has it already been paid? **Jordan will put Sue in touch with Sharon, his accountant, to check status.** There appears to be a recent incoming check from Placer County for the same amount, suggesting that JKArchitecture still needs to be paid. Without the payment to Jordan, DSA has \$20271 in its checking account.

A brief discussion followed on whether to retain High Sierra Tax Service to handle DSA's filing for tax year 2019 at \$160/hour. Because of its 501(c)(3) status, DSA will owe no taxes; but the returns must be submitted. At the March meeting, Bill suggested that selecting a tax service was an operational choice that should not need Board approval. Pat asked whether there were any objections; there were none.

6. Tourism Business Improvement District (T-BID) (Jeffrey Thorsby):

Many Nevada County operations are shut down; Jeffrey was not on the call, so there was no report from him. Pat has discussed T-BID with Greg Dallas of Sugar Bowl who said the money collected on the Summit should come back to the Summit and that there should be more choices for spending than just on marketing. However, Sugar Bowl would not be a part of the T-BID effort since it is not in Nevada County. Pat noted that Jeffrey wants a Summit representative on the committee that distributes funds if/when it comes into being.

7. Volunteer Liability Waiver Form (Mike):

Mike said nothing had changed since the last meeting; the Board had been favorable to what Mike had presented in March, but Pat asked Mike to run the wording past Greg Dallas since some DSA work would be on Sugar Bowl property. Mike has tried to contact Greg in the meantime without success. Mike suggested going forward with Board approval; changes could be made later, if needed.

¹ See <https://mynews4.com/news/coronavirus/truckee-deemed-coronavirus-hotspot-leaders-worry-small-hospital-could-soon-be-overwhelmed>

MSC-U (Dick, Chris) to approve the waiver form presented by Mike subject to possible later revisions from Greg.

The waiver form is Attachment A to these minutes².

8. Property Tax Exemption (Pat):

Ward Fansler had offered to look into how a property tax exemption might work if DSA rented some of its properties. He was not on the call, so **this action item remains open**. Dick reported that Mark Himelstein has submitted the revised DSA Articles of Incorporation to the Secretary of State. None of this matters today, since DSA owns no property.

9. Reports from Ongoing Projects, and Proposals for New Projects:

- a. Shed II — Chris said the Design Committee has had several virtual meetings and that progress is being made. He has contacted contractors about doing work at The Shed. Ron Gregg is willing to help move rocks to act as bollards; but Ron needs to see the site without snow before committing to actual work. Dan Goddard now has examples of the wheel-spoke informational sign and is working up a cost estimate; he would build two signs for the site. Ramon will get Bill a cost estimate for paving the path from the parking area to the Tunnel 6 shaft; but he needs an on-site meeting. The design for seating has been settled – rails would be laid on old railroad ties; then each bench would be mounted on rail chassis so that the bench could roll on the rails. Anne-Flore and Jordan are working on this. **Bill and Chris will seek help from their railroad contacts.** Anne-Flore has developed graphic design templates for signs at the site.
- b. Stantec will finish the DSA Recreation Master Plan in May or June. At some point in the process there will be a public meeting. At roughly the same time, DSA will pay Stantec \$12.5K; the remaining money will come from Placer County after DSA requests reimbursement. Another \$12.5K in matching funds will be needed by the end of 2020, or at completion of the Shed II project. Should we fall short, some of the planned work for Shed II will not get done. In an attempt to raise funds, Pat has arranged for printing of 670 fundraising letters (Attachment B) and envelopes. She will pick up brochures (to be enclosed) from Bill tomorrow, when she checks her cabin for snow damage. **Then she will stuff envelopes, apply postage, and drop them into the mail.** Sue offered her postage meter; but Pat said she preferred to use stamps, which she will purchase.

² A 'checksum' may be used as protection against some corruptions of a digital document. Dick calculated the md5 checksum of Mike's PDF as: 1d5f17b2edcb7fb380a9fa5400c9792c. If there is future concern about whether the form has been modified, the checksum can be recalculated and compared against the original value.

Beth will coordinate buying stamps from the Soda Springs post office.

- c. Using the Nancy O Gallery as a Visitor Center — Sue thinks Nancy’s Gallery could be an inexpensive near-term visitor center (VC). Bill and Nancy Oudegeest are agreeable, if conditions can be negotiated — such as hours of operation (*e.g.*, 10-4 Thursday-Sunday) and services to be provided (no public bathrooms). Visitors could be asked informally where they were from; informational materials could be distributed. DSA would provide a sign directing people to the Gallery for information. Pat is worried that most visitors would be looking for a bathroom, but Dick noted that many stop at the gas station for restroom facilities. Sue noted that parking at the Gallery is limited; but Bill believes additional parking along Donner Pass Road would be sufficient. There was consensus that the idea is great if we can work the details. Nancy could call her time as VC ‘host’ an ‘in-kind’ contribution to DSA. **The Board asked Bill to thank Nancy for her offer, and he agreed to do so.**
- d. Donner Summit Clean-up — Planning for the Clean-up is now on hold, pending better information on the snow and COVID-19 situations. We have tentatively scheduled it for June 6, the back-up date for SLPOA’s annual Sand Fling.

10. Web Site and Cybersecurity Committee (Dick):

Forrest has submitted a \$140 invoice for web services. Dick said that he has done nothing about arranging a meeting with IT/marketing professionals at Sugar Bowl and Soda Springs because of the shelter-in-place orders.

11. Fundraising (Sue):

Chris said that he had received an OK from Greg Dallas to distribute a DSA fundraising letter to homeowners at Sugar Bowl; but Greg wants to review language in the letter before it goes out. **Chris will work with John Svahn to get the letter out.**

Pat has tried to follow up with Nancy Bechtle about other fundraising approaches; but Nancy has not responded.

Sue and Bill suggested a “Welcome Back to the Summit” party in June or July. It could include music in the tunnel.

Bill has also suggested a fundraising poster of Pat pointing and saying “I want you to join DSA”, similar to recruiting posters from the World War II era that featured Uncle Sam.

Several thought that naming rights for benches on rails at The Shed could be a fundraising opportunity. Pat will discuss this with Nancy Bechtle. Pat asked whether there is a sketch of the benches; Chris showed some photos, and Jordan said a sketch could be made. Chris believes that Sugar Bowl chair naming rights sold for about \$1K; John thought benches at The Shed might fetch five figures. He thinks there is great potential among Summit owners for fundraising around this; not only is The Shed at the top of Donner Pass, but it’s also right on the PCT.

Other fundraising ideas are on hold pending resolution of snow and COVID-19 issues.

12. Internal Affairs:

Chris had volunteered to write a job description for the DSA Administrative Assistant; but he keeps forgetting, so there is nothing new. Beth offered to talk to Chris on the phone to give her perspective. **Chris will report next meeting.**

13. Future Meetings and Activities (Pat):

The Design Committee will meet April 15 to continue discussions on The Shed. The next DSA Board meeting will be May 14. Sue will negotiate a date for the next Fundraising Committee meeting with Committee members.

Dick will add the list of committee assignments to this set of minutes (see Attachment C)

14. Adjournment:

There being no other business, Pat adjourned the meeting at 6:03 PM.

Minutes approved by the DSA Board of Directors at its meeting on May 14, 2020.

Minutes signed by DSA Secretary, Richard Simpson, _____

Attachment B – Draft Letter to Property Owners



DSA Core Action Team

*Sue Busby
Anne-Flore Dwyer
Jordan Knighton
Pat Malberg
Bill Oudegeest
Chris Parker
Dick Simpson
Mike Spain
John Svahn
Krista Voosen
Nathan Wieler*

DSA Administrator

Beth Tanhoff

April, 2020

Dear Donner Summit Enthusiast,

As you shelter in place to help combat the Covid19 pandemic, Donner Summit Association (DSA) members extend our wishes for you and your loved ones to cope and stay well.

We are contacting Donner Summit area property owners to introduce you to DSA. We are one of the area's best kept secrets – a situation we would like to remedy.

Enclosed you will find the 2019 DSA brochure which explains some of the projects we have undertaken. The visitor's center Phase III grant that we had hoped to apply for last fall is on hold, but the other projects mentioned are well under way or completed.

WE NEED YOUR HELP. As you will read, we have received substantial grants from Placer County to support the work we do, but each of these grants requires a 10% match from us; the current balance we owe is \$25,000. By joining DSA, you help us defray this match requirement, as well as support the organization and our mission.

We would not be able to make such progress without the support of our members and volunteers. Please consider becoming a member; use the enclosed form, or go to <https://www.donnersummitca.com/donate>, and let us know if you can help with any future projects.

Thank you so much, and please stay well.

The DSA Core Action Team

DONNER SUMMIT ASSOCIATION
P.O. BOX 674, SODA SPRINGS, CA 95728

www.donnersummitca.com
A 501 (c) (3) non-profit organization
E.I.N: 87-0806766

DONNER SUMMIT ASSOCIATION
P.O. BOX 674, SODA SPRINGS, CA 95728

www.donnersummitca.com
A 501 (c) (3) non-profit organization

Attachment C – DSA Committee Assignments (from January 9, 2020 DSA Board Minutes)

Website Design/Oversight & Cybersecurity

Dick Simpson (lead)
Forrest Smith
Beth Tanhoff
Nathan Wieler
Sugar Bowl and Boreal/Soda
marketing specialists to be
added later

Fundraising

Sue Busby (lead)
Pat Malberg
Bill Oudegeest
John Svahn
Beth Tanhoff

Beautification and Design

Chris Parker (lead)
Anne-Flore Dwyer
Jordan Knighton
Pat Malberg
Bill Oudegeest

Policies and Procedures

Mike Spain (lead)
John Svahn



Sugar Bowl from Donner Pass Road, April 10 (IMG_2089.jpg, courtesy of Pat Malberg)



Donner Summit Association (DSA) Core Action Team Meeting
Thursday, May 14, 2020 5-7 PM
Virtual Meeting Hosted from Sugar Bowl, Norden, CA

Motions and votes are given in *italics*; action items are in **red bold**. For various reasons, the minutes below do not reflect the strict chronological order of discussions during the meeting.

1. Welcome:

Core Action Team (DSA Board) Attendees: Anne-Flore Dwyer, Jordan Knighton, Pat Malberg, Bill Oudegeest, Chris Parker, Dick Simpson, Mike Spain, Krista Voosen, and Nathan Wieler.

Others: Beth Tanhoff (DSA Administrative Assistant)

The meeting was called to order by Pat Malberg at 5:04 PM. Chris Parker had set up a GoToMeeting site so that remote participants could connect by computer, tablet, smart phone, or traditional phone.

Pat announced that Sue Busby has resigned from the Board. Pat also noted that John Svahn had a conflict and was unlikely to participate in the meeting.

2. Approval of Agenda:

Moved (Krista), seconded (Bill), and carried unanimously (MSC-U) to approve the agenda.

3. Approval of Minutes:

No changes to the April meeting minutes were proposed.

DONNER SUMMIT ASSOCIATION
P.O. BOX 674, SODA SPRINGS, CA 95728

www.donnersummitca.com
A 501 (c) (3) non-profit organization
E.I.N: 87-0806766

MSC-U (Chris, Bill) to approve the April meeting minutes.

4. Status at Donner Summit (All):

Krista mentioned before the meeting that business on the Summit was picking up; she has been showing houses, with appropriate social distancing. No one else had anything to report.

5. Treasurer's Report (Pat):

- a. Financial Report: Ward Fansler provided a financial report before the meeting started, and Sue had distributed it to Board members. There is about \$10K in the checking account after a relatively quiet month financially. There were no questions.
- b. CFO Transition: Pat said that Ward has offered to give Beth training in Quick Books so that she could take over his position as CFO. He is currently paid \$200/month. Beth asked how the position would be described. **Beth will think about the offer**; she wondered whether Ward would remain available for consulting; Pat thinks so, though Ward's intention is to provide sufficient training that she can carry on by herself.
- c. Payment to JK Architecture: JK Architecture has been paid; but there was an overpayment of \$445. Jordan has returned that amount to DSA as a donation. **He will check his invoices to make sure that is what the record shows.**

6. Tourism Business Improvement District (T-BID) (Jeffrey Thorsby):

Many Nevada County operations are still shut down. Pat has tried to get a status report from Jeffrey, but he has not replied. Chris participated with him in a conference call earlier this week, so he is presumably still employed.

7. Reports from Ongoing Projects, and Proposals for New Projects:

- a. Shed II: The Design and Beautification Committee meeting was delayed to next week. Meanwhile Jordan has distributed some renderings of the site layout (some are included with these minutes); attendees were very impressed.



Concept sketch for a mural on the side of the Shed. Circular 'leaves' can be created from varying colors of glass and imprint drawings from the students at Donner Trail Elementary School (provided by Anne-Flore Dwyer).

Pat and others collected legacy lumber for the Shed project from the collapsed garage across the road. Anne-Flore said the recycled 2x6s from the garage could be used as parts of the bench assemblies or the portable toilet enclosure. Several long large beams (10x10s) could also be used for benches and the enclosure. Miscellaneous siding materials could be used for the proposed mural.

The roofing person is willing to cover two sides of the Shed (north and west). **Chris will work up a cost estimate for materials.** The paver is ready to do the pathway to the shaft.

Nathan asked about the schedule for completing the work; Pat said we will need a work party, which means “summer”. Nathan asked about winter use; Chris said he’s not expecting any because of snow and wind. Summit Haus might open sometime in the future during winter; but there is presently no plan to keep the site open during winter.



Conceptual view of the Trail and History Hub at Donner Summit. Donner Pass Road is at the upper left (not shown). The reddish brown square near the lower left is the cover over the railroad tunnel vertical shaft (graphic provided by Jordan Knighton).

- b. Trail and History Hub Contract Approval: Bill said the contract from the County arrived, but Dick noticed that a section about matching funds was incorrect. Bill has tried to contact Placer County to get resolution; but his contact left on maternity leave and he has not been able to get a response from the replacement. Pat asked whether the Board would be interested in approving the contract subject to correction of the matching funds wording; but no one voiced support for doing so.
- c. Recreation Master Plan/Stantec: Chris has received purpose-and-need copy from Stantec; they are drafting a report. There will be a public meeting of some sort in the June time frame. There have been conference calls between DSA and Stantec every two weeks. Nathan asked about the

status of images and graphics in the report; Bill said a recreation master plan does not need a lot of images. Chris said there would be vignettes of what visitors might see at a trailhead; he doesn't know how much the report will get into "streetscape". There will be a trail rating system — lengths, widths, best use, etc.

- d. Matching Funds: Bill said in-kind contributions to contracts are limited by language in contracts; for matching funds, we generally need cash. Bill added that the match for the master plan will be due when Stantec provides its final invoice; we will have to pay with DSA money. The County covers payments (through reimbursement) until then.



Central area of the Trail and History Hub at Donner Summit. Benches roll on short sections of rail. The Shed is at the top center (graphic provided by Jordan Knighton).

- e. Nancy O Studio for Visitor Center: Sue Busby was working with Nancy Oudegeest on this project until Sue resigned. Nancy has recommended placing information just inside her front door where it would be accessible when the gallery's second entry door is closed (as it is during the COVID-19 lockdown). The Gallery is a "stage 3" business in terms of the COVID-19 rollout; visitors could ring a bell for attention if Nancy is on the premises. Maps could be placed on the walls, and there could be a clipboard for visitors to sign in, indicating their interests and listing their questions. A weatherproof display case could be rolled outside; but it doesn't exist, so it would need to be built or purchased. Signs will be

needed along the roadway. Mike said this proposal is a great bridge to a more formal visitor center later.

- f. Summit Clean-Up: The Serene Lakes Book Club pointed out that June 6 is already cleanup day in Truckee. Nancy Latimer, who has organized the Summit clean-up in past years, suggested assigning volunteers to sections of Donner Pass Road but leaving the timing open — they could do the work anytime during a week set aside for the purpose. After some discussion it was decided to schedule the clean-up for June 15-21. Trash could be deposited into a bin somewhere in Soda Springs. **Mike offered a bin from Boreal/Soda Springs; he can lock it before the work week so that it will have full capacity. Pat will look for gloves and bags left over from last year. Anne-Flore offered to set up a web page with instructions and a way to sign up. Dick will contact the local water district to see whether they can provide additional trash bin capacity.**
- g. Mountain Housing Council: Anne-Flore has been attending MHC meetings for about a year. It is a 3-year-old non-profit working with a wide variety of other non-profits and agencies to accelerate creation and availability of housing in the Truckee-Tahoe area. Specifically, MHC wants to increase the percentage of workers who live in the area. They are transitioning to a new organizational level, and there is an opportunity for DSA to join as a ‘community’ member. MHC has quarterly meetings (usually on Fridays) when all of the partners discuss policies and projects; the next meeting will be in June. Anne-Flore would like to collaborate to improve access to housing on the Summit. Joining as a community member would involve no financial commitment; but DSA would have to designate both a primary and an alternate representative. Anne-Flore volunteered to be the primary, and Beth agreed to be the alternate.

MSC-U (Bill, Dick) that DSA join Mountain Housing Council as a community member with Anne-Flore and Beth as representatives.

Anne-Flore will complete the application paperwork.

8. Web Site and Cybersecurity Committee (Dick):

Dick said that, because of the COVID-19 lockdown, he has not had a chance to meet with marketing specialists at Sugar Bowl and Boreal/Soda Springs about web site design and function. He doesn't expect to have an opportunity to do anything more in the next month for the same reason.

Later in the meeting, Anne-Flore said there is no prominent ‘donation’ area on the web site; she would like to see that improved. She also expressed concern that the donate page is not secure. She thinks that pages describing some of DSA’s projects would provide incentive for prospective members to join. In particular, she would like to see some publicity for the Shed art project that she is organizing. Others voiced support for posting Jordan’s renderings of the Shed and Shaft area on the web site. Dick noted that any serious work will require money and that he has been holding off on a major overhaul partly because of the likely cost and the need to come up with the matching funds for ToT projects. But the counter argument is that a good web site may bring in new money.

Nathan suggested putting one of the renderings in the “about us” section where there could be a link to “projects”. Anne-Flore said Squarespace web sites are easy to update, so improvements should not cost a lot. **Nathan suggested that Anne-Flore work with Forrest, Dick, and himself on possible improvements and see what could be done for a maximum of \$250.** He said Forrest charges \$25-35/hour. There were no objections.



Close-up of rolling benches with the Shed in the background (graphic provided by Jordan Knighton).

9. Fundraising Committee (Pat):

- a. Letter to Sugar Bowl Homeowners: The Committee has drafted an article for the Sugar Bowl homeowners' newsletter. It emphasizes connections between Sugar Bowl and DSA projects and encourages homeowners to join DSA.
- b. Welcome Back Party: There have been no further discussions on this activity until the COVID-19 situation becomes clearer.
- c. October Beer Fest: Pat has scheduled a repeat of last fall's beer fest at Clair Tappaan Lodge for October 3. She would prefer the previous weekend, but it has been booked for a wedding. DSA has placed a request for the previous weekend if the wedding is rescheduled.
- d. Bench Naming Rights: John Svahn told the Committee that Truckee Donner Land Trust makes a naming rights list, sets prices, and waits for buyers. Pat thinks this could work at the Trail and History Hub.
- e. Other Possibilities: With the resignation of Sue Busby, the Fundraising Committee needs both a new chair and more members.



Close-up of seating area (graphic from Jordan Knighton).

10. COVID-19 Community Relief Donation (Mike):

Powdr is the corporate parent of Boreal/Soda Springs. The owner, John Cumming, has decided to give back to communities surrounding Powdr resorts by providing COVID-19 relief funds. The total donation will be about \$2.2M; the Boreal part could be as high as \$150K. Tahoe Truckee Community Foundation (TTCF) will receive the money in about a week, then make allocations to community groups over the next couple weeks. Allocations will be donor-advised, so Boreal can make recommendations on where the funds should go and how much.

Mike wants to identify potential recipients on the Summit that are struggling so they have a chance to secure some of these funds. Businesses and individuals are the targets; the need must be COVID-19 driven. **Send Mike an e-mail with suggestions.** Beth suggested funding a food truck delivery to the Summit; but there's a question whether that would meet a real need in our community. Anne-Flore noted that Donner Trail school has been providing food to children, the need is greater than what the school can meet, and a Powdr donation might really help. Nathan suggested that a short video might improve response; but Mike said Powdr has only provided PowerPoint slides for internal use so far.

11. Internal Matters:

- a. Job Description for Administrative Assistant: Chris had no update.
- b. Schedule for Future Meetings: By consensus, the next meeting will be on June 11 when officers for the next year will be elected. We need a new Treasurer; but other offices are also available. June 15-21 is the Summit Clean-up. October Beer Fest will be October 3 (or the previous weekend, if the CTL wedding is rescheduled).
- c. Board Membership: With Sue Busby's resignation, the Board is down to ten members. Beth has expressed interest in Board membership, and there seems no reason to wait. Her appointment would be to a term ending in December 2020, at which time she could be appointed to a full two-year term.

MSC-U (Bill, Jordan) to appoint Beth Tanhoff to the DSA Board

12. Announcements (Pat, others):

Chris said that he had secondhand, but reliable, information that the part of Donner Pass Road west of the Summit as far as I-80 exit 174 will be rebuilt

this summer; the east side will be rebuilt in summer 2021. The ground is already being marked.

13.Adjournment:

There being no other business, Pat adjourned the meeting at 6:27 PM.

Minutes approved by the DSA Board of Directors at its meeting on June 11, 2020.

Minutes signed by DSA Secretary, Richard Simpson, _____



Ground level view east showing rolling benches and fixed seating area (graphic provided by Jordan Knighton).



**Donner Summit Association (DSA) Core Action Team Meeting
Thursday, June 11, 2020 5-7 PM
Virtual Meeting Hosted from Sugar Bowl, Norden, CA**



Screenshot by Dick Simpson. Clockwise from upper left: Chris Parker, Pat Malberg, Jeffrey Thorsby, Bill Oudegeest, Dick Simpson, Mark Himelstein, and Jordan Knighton.

Motions and votes are given in *italics*; action items are in **red bold**. For various reasons, the minutes below do not reflect the strict chronological order of discussions during the meeting.

1. Welcome:

Core Action Team (DSA Board) Attendees: Anne-Flore Dwyer, Jordan Knighton, Pat Malberg, Bill Oudegeest, Chris Parker, Dick Simpson, John Svahn, and Beth Tanhoff.

Others: Mark Himelstein, Jeffrey Thorsby (Nevada County).

The meeting was called to order by Pat Malberg at 5:10 PM. Chris Parker had set up a GoToMeeting site so that remote participants could connect by computer, tablet, smart phone, or traditional phone.

DONNER SUMMIT ASSOCIATION
P.O. BOX 674, SODA SPRINGS, CA 95728

www.donnersummitca.com
A 501 (c) (3) non-profit organization
E.I.N: 87-0806766

2. Approval of Agenda:

Moved (Chris), seconded (John), and carried unanimously (MSC-U) to approve the agenda.

3. Approval of Minutes:

No changes to the May meeting minutes were proposed.

MSC-U (Chris, Jordan) to approve the May meeting minutes.

4. Status at Donner Summit (All):

Krista was unavailable for the meeting because she was showing a house. Chris said that Sugar Bowl summer camps are fully booked; there are already 72 on waiting lists. Jeffrey asked Chris whether Nevada County COVID-19 guidance has reached the Summit; that will be needed for the summer camps. Chris said that he has forwarded the message to the cognizant staff person. Anne-Flore said that she is starting to see more summer traffic. Chris noted that Sugar Bowl Academy will graduate 10 seniors on June 20; a drive-through ceremony is planned, but Sugar Bowl may run the graduates up a chair lift and award diplomas at the top.

5. Treasurer's Report (Pat):

- a. Financial Report: Ward Fansler was unable to provide a monthly report for today's meeting. There was a brief discussion of the need for short-term cash flow.
- b. CFO Transition: Pat has been hoping that Beth would take on the job of DSA Treasurer in addition to being Administrative Assistant. Ward has offered to help bring her up to speed as part of the transition. Beth said she has done similar work in the past; but Ward was brought in when DSA started receiving grants and handling much larger sums than before, and Beth was less comfortable under those conditions. However, she said she is willing to try. Her office in Truckee is just around the corner from Ward's, so it should be easy to set up training sessions.

6. Tourism Business Improvement District (T-BID) (Jeffrey Thorsby):

Some COVID-19 Stage 3 businesses in Nevada County will be opening as early as June 12. Jeffrey has been working with hoteliers, who have been taking a huge hit from the shutdown; he thinks setting up a meeting with

DSA about strategy for Donner Summit would be useful. It is important that the eastern parts of Nevada County get up and running efficiently when that is appropriate. Questions include the number of beds that will become available and coordination with Placer County at the Summit.

Nevada County's contract with Nevada County Economic Resource Council is expiring. Sierra Business Council has expressed interested in taking over the contract; the Board of Supervisors will vote on the contract June 23. The County's experiences with SBC have been very good so far; SBC will bring development from east to west across the County, reducing isolation of the Summit as well as communities on the eastern side. SBC will bring interest in the Summit visitor center; it will probably be indirectly involved in getting T-BID off the ground.

Nevada County will be renewing a one-year contract for its tourism website; this can bring increase attention to both the eastern part of the County and to Donner Summit.

Jeffrey suggested that DSA look into applying for a grant from the Economic Relief Fund; Jeffrey thinks his Board of Supervisors would be willing to provide a letter of support. There is a wide range of projects that could be funded. **Jeffrey will do some research on the size of requests that might be received favorably.** Pat said the DSA Fundraising Committee meets on 1 July and could discuss this; but Jeffrey thinks there will be a funding round before 1 July, and he encouraged DSA to get a request in as soon as possible.

7. Reports from Ongoing Projects, and Proposals for New Projects:

- a. Shed II: Bill said there has been some really good progress (Figure 1). Siding is up on the north side of The Shed. The concrete cutter has given a \$2900 estimate for work in front of The Shed. Norm Sayler has leveled the ground and moved trash to the side. Dump trucks will deliver dirt and remove concrete waste on the same trip at no extra charge; Chris needs to make some cut-and-fill estimates so the right amount of dirt is delivered to prevent ponding. The path to the central shaft will be paved on June 22, and the road has been striped. The amphitheater area has been cleared. Kiosk displays have been contracted out. Pat added that the entire project has been named "The Summit Hub".

Ground under the benches, where the rails will be laid, has to be level over a wide area; rough grading can be completed once the front-side concrete is in. It would be good to have the same gauge as the transcontinental railroad, but other gauges are acceptable if they have

history in the Summit area. The Design Committee is looking for people with interest in railroads to help locate materials; Pat has tried to contact the Applebaums in Soda Springs, but they have not responded. Wheels and axels have been priced at \$4K each; this is out of budget, so Chris is looking for scrap that can be rehabilitated.



Figure 1 – Overview of The Summit Hub project area
(base drawing by JK Architecture; adapted from a labeled version by Bill Oudegeest).

Jordan needs to get together with the Design Committee about changes in the site plan resulting from the parking layout. **Chris can meet with Jordan when Jordan has time sometime in the next week.** There may be more room than seems apparent at first glance.

Anne-Flore has been receiving sketches from kids at Donner Trail School; she will begin assembling those into a display in the next few weeks. There will be costs for glass, wood, hardware, and varnish. Nancy Oudegeest estimates the glass (the main expense) at about \$600.

- b. Trail and History Hub Contract Approval: Placer County sent a contract last month, which Pat signed and returned before realizing that the matching fund requirement was wrong. Bill has been trying to get a correction, but the County staff person working on the contract went on maternity leave the day after sending the contract, and Bill has not been able to reach the person who is acting as her replacement.

- c. Kiosk Construction Loan: Bill has advanced \$12,400 so that the kiosk order could be placed. Ward provided a template for a promissory note (Attachment A).

MSC (Chris, Jordan) to authorize the President to sign the promissory note in the amount of \$12,400 with no interest charges.

There was no discussion of payment schedule or due date. There were no objections when the vote was called, but Bill abstained from voting.

- d. Recreation Master Plan: Stantec is moving forward with plans for a public meeting and is prioritizing its list of proposed projects. They will send a bill later this month or in July, which will be turned in to Placer County for reimbursement. Pat suggested that the public meeting be at Summit Haus once the facility has been set up for summer operation.
- e. Matching Funds: The fundraising letter was focused on The Shed; Sue Busby and Bill worked on another letter that mentions naming rights at The Shed. Pat was concerned about spending funds from those two appeals on projects that were not mentioned in the respective letters. After discussion it was concluded that membership appeals (at least) are requests for general purpose monies, which can be spent for any DSA purpose. **Beth will get one or more letters out ASAP reminding old members to renew and new members to join.**
- f. Interim Visitor Center at Nancy O Glass and Gallery: Sue Busby has ordered a banner with the DSA logo, which can be placed outside the gallery. Sue has also purchased a display case which will hold informational brochures. The display case will be in the entry area, and it will eventually be accessible when the gallery is closed.
- g. Cleanup (15-22 June): Beth picked up promotional posters today; she will start putting them up tomorrow. People are enthusiastic, thanks to recruiting by Nancy Latimer and Lorrie Poch; the signup list is already 79% full. The Soda Springs Store will provide trash bags and gloves to volunteers, who will be asked to sign the DSA liability waiver before beginning work. Pat will print copies of the waiver form; Ann-Flore may be able to add something to the web sign-up page for new volunteers (<https://signup.com/go/QRWqNeB>).

Pat said Chris should remind Greg that the dumpster at the Sugar Bowl gondola should be available; Mike Spain will unlock a bin at Soda Springs resort. Chris is worried about leaving an unlocked dumpster for a week; that's a "recipe for disaster", but there may be ways of partially hiding it.

Pat said volunteers can leave bags and other trash beside road; she and Don will pick it up and take it to dumpsters. The bin at the Sierra Lakes County Water District should be open since many people in Serene Lakes are volunteering

8. Web Site and Cybersecurity Committee (Dick):

Prompted by Nathan, there was a lot of e-mail activity immediately after the May Board meeting; but then everything went quiet. A week ago, Dick tried to reconnect with Nathan about setting up a virtual meeting, but nothing has been arranged. Nathan is willing to meet early next week; Dick, Beth, and Anne-Flore are available then, with Monday seeming to be preferred.

Beth noted that a new nearly-full-time neighbor in Soda Springs is a Microsoft employee who is willing to provide pro bono work on the web site.

9. Fundraising Committee (Pat):

- a. Letter to Sugar Bowl Homeowners: The letter has netted one large (\$500) contribution so far.
- b. Party: The Fundraising Committee thinks that a party in August might be a good idea but would like to call it something other than a Welcome Back Party.
- c. October Beer Fest: Nothing new.
- d. Bench Naming Rights: A letter has been drafted outlining naming rights opportunities. A donor who offers \$50-100K can name the entire project area (there is already one candidate). The amphitheater, bike racks, trails, benches, and other things are available; tentative prices have been discussed. John suggested that a press release be issued if the major donation can be confirmed; this would get the ball rolling and encourage smaller donors to step forward. He wondered whether the Board members themselves might be interested in combining resources to name something.

Jordan will design and Beth will hang a poster on The Shed announcing the naming rights opportunities. Interested donors will be asked to contact DSA for more information. Beth suggested that a new email address (something like dsa@gmail.com) be used since the current e-mail is not working well.

- e. One-on-One with Meetings Major Donors: John resurrected this idea, which has been raised before; but a list of potential major donors is needed first.
- f. Smile.Amazon: People who make purchases through Amazon can have part of the purchase kicked back to DSA. Beth will make sure this information is included in the membership renewal letter. See Attachment B for details.
- g. Other Possibilities: None.

10. Internal Matters:

- a. Job Description for Administrative Assistant: Chris had no update.
- b. Schedule for Future Meetings: The next Board meeting will be July 9, hopefully face-to-face at the Summit. The Fundraising Committee will meet at Summit Haus on July 1 at 5 PM.
- c. Board Membership: There is a new volunteer for the DSA Board, and members with terms expiring in 2020 need to be re-appointed.

MSC-U (Bill, Chris) to appoint Mark Himelstein to the DSA Board for a term to expire at the end of December 2020.

MSC-U (Bill, Jordan) to reappoint incumbents (Dwyer, Himelstein, Malberg, Tanhoff, Voosen, and Wieler) to two-year terms beginning January 1, 2021.

- d. Election of Officers: Pat, Bill, and Dick offered to serve another year in their current offices; Beth agreed to serve as Treasurer. There were no other candidates.

MSC-U (Jordan, Chris) to elect the following:

Pat Malberg as President

Bill Oudegeest as Vice President

Dick Simpson as Secretary

Beth Tanhoff as Treasurer

- e. DSA Articles of Incorporation: Mark reported that he has received notification from the Secretary of State that the new Articles of Incorporation have been accepted. He will send the paper copy to Beth after scanning the document and distributing it to the Board. Mark needs a signed copy of DSA bylaws, which **Dick will provide**.

11. Announcements (Pat, others):

None.

12. Adjournment:

There being no other business, Pat adjourned the meeting at 6:24 PM.

Minutes approved by the DSA Board of Directors at its meeting on July 9, 2020.

Minutes signed by DSA Secretary, Richard Simpson, _____

Attachment A — Promissory Note Template

\$ _____ (AMOUNT)

_____/_____/_____(DATE)

FOR VALUE RECEIVED, the undersigned Donner Summit Association (DSA), (the “Maker”), hereby promises to pay to the order of Bill Oudegeest (LENDER NAME) (“Payee”), the principal sum of \$ _____ pursuant to the terms and conditions set forth herein.

PAYMENT OF PRINCIPAL. The principal amount of this Promissory Note (the “Note”) and any accrued but unpaid interest shall be due and payable in _____ (NUMBER OF PAYMENTS) (CIRCLE ONE: equal monthly installments / equal quarterly installments / payments as described below) beginning _____ (DATE OF FIRST PAYMENT). All payments under this Note shall be applied first to accrued but unpaid interest, and next to outstanding principal. If not sooner paid, the entire remaining indebtedness (including accrued interest) shall be due and payable on _____ (DATE OF FINAL PAYMENT).

INTEREST. This Note shall bear interest, compounded annually, at _____ (ANNUAL INTEREST RATE) percent.

PREPAYMENT. The Maker shall have the right at any time and from time to time to prepay this Note in whole or in part without premium or penalty.

REMEDIES. No delay or omission on part of the holder of this Note in exercising any right hereunder shall operate as a waiver of any such right or of any other right of such holder, nor shall any delay, omission or waiver on any one occasion be deemed a bar to or waiver of the same or any other right on any future occasion. The rights and remedies of the Payee shall be cumulative and may be pursued singly, successively, or together, in the sole discretion of the Payee.

EVENTS OF ACCELERATION. The occurrence of any of the following shall constitute an “Event of Acceleration” by Maker under this Note:

- (a) Maker’s failure to pay any part of the principal or interest as and when due under this Note; or
- (b) Maker’s becoming insolvent or not paying its debts as they become due.

ACCELERATION. Upon the occurrence of an Event of Acceleration under this Note, and in addition to any other rights and remedies that Payee may have, Payee shall have the right, at its sole and exclusive option, to declare this Note immediately due and payable.

SUBORDINATION. The Maker’s obligations under this Promissory Note are subordinated to all indebtedness, if any, of Maker, to any unrelated third party lender to the extent such indebtedness is outstanding on the date of this Note and such subordination is required under the loan documents providing for such indebtedness.

DONNER SUMMIT ASSOCIATION
P.O. BOX 674, SODA SPRINGS, CA 95728

www.donnersummitca.com
A 501 (c) (3) non-profit organization
E.I.N: 87-0806766

WAIVERS BY MAKER. All parties to this Note including Maker and any sureties, endorsers, and guarantors hereby waive protest, presentment, notice of dishonor, and notice of acceleration of maturity and agree to continue to remain bound for the payment of principal, interest and all other sums due under this Note notwithstanding any change or changes by way of release, surrender, exchange, modification or substitution of any security for this Note or by way of any extension or extensions of time for the payment of principal and interest; and all such parties waive all and every kind of notice of such change or changes and agree that the same may be made without notice or consent of any of them.

EXPENSES. In the event any payment under this Note is not paid when due, the Maker agrees to pay, in addition to the principal and interest hereunder, reasonable attorneys' fees not exceeding a sum equal to 15% of the then outstanding balance owing on the Note, plus all other reasonable expenses incurred by Payee in exercising any of its rights and remedies upon default.

GOVERNING LAW. This Note shall be governed by, and construed in accordance with, the laws of the State of California.

SUCCESSORS. All of the foregoing is the promise of Maker and shall bind Maker and Maker's successors, heirs and assigns; provided, however, that Maker may not assign any of its rights or delegate any of its obligations hereunder without the prior written consent of the holder of this Note.

IN WITNESS WHEREOF, Maker has executed this Promissory Note as of the day and year first above written.

Maker: _____ (DSA President SIGNATURE)

_____ (DSA President NAME)

Attachment B

Charitable Contributions at Smile.Amazon.com

The number in the URL (87-0806766) is DSA's non-profit taxpayer ID.



Dear Charity Administrator,

Father's Day is June 21 and many of your supporters are shopping for this major holiday. It's the perfect time to use the below copy and banners to remind them to support Donner Summit Association by shopping at smile.amazon.com.

Turn your Father's Day shopping into a force for good. Shop at smile.amazon.com/ch/87-0806766 and Amazon donates to Donner Summit Association.

[1200x627 Facebook banner](#)

[1012x506 Twitter banner](#)

[1080x1080 Instagram](#)

[600x200 Email banner](#)

[728x90 Web banner](#)

To see the impact of your marketing, visit the AmazonSmile Metrics Dashboard for Donner Summit Association. Simply log in at org.amazon.com and click the "View metrics" button.

DONNER SUMMIT ASSOCIATION
P.O. BOX 674, SODA SPRINGS, CA 95728

www.donnersummitca.com
A 501 (c) (3) non-profit organization
E.I.N: 87-0806766



Donner Summit Association (DSA) Core Action Team Meeting
Thursday, July 9, 2020 5-7 PM
Virtual Meeting Hosted from Sugar Bowl, Norden, CA



The Shaft and the unpaved path leading back to parking at the Summit Hub
(DSCN0592.JPEG)

Motions and votes are given in *italics*; action items are in **red bold**. For various reasons, the minutes below do not reflect the strict chronological order of discussions during the meeting.

1. Welcome:

Core Action Team (DSA Board) Attendees: Anne-Flore Dwyer, Mark Himelstein, Jordan Knighton, Pat Malberg, Bill Oudegeest, Chris Parker, Dick Simpson, Mike Spain, John Svahn, and Beth Tanhoff.

Others: Tim Kustic (SLPOA)

DONNER SUMMIT ASSOCIATION
P.O. BOX 674, SODA SPRINGS, CA 95728

www.donnersummitca.com
A 501 (c) (3) non-profit organization
E.I.N: 87-0806766

The meeting was called to order by Pat Malberg at 5:05 PM. Chris Parker had set up a GoToMeeting site so that remote participants could connect by computer, tablet, smart phone, or traditional phone.

2. Approval of Agenda:

Moved (Bill), seconded (Jordan), and carried unanimously (MSC-U) to approve the agenda.

3. Approval of Minutes:

No changes to the June meeting minutes were proposed.

MSC-U (Bill, Chris) to approve the June meeting minutes.

4. Status at Donner Summit (All):

Pat acknowledged Dick's photo collection from the Summit Hub, which was distributed with the agenda. Mike said day camps at Soda Springs are up and running; he is looking at rising numbers of COVID-19 cases in Nevada County, which may force all activities to be outside within the next 1-2 weeks. Chris said the big project at Sugar Bowl is installation of RFID readers for next season. Anne-Flore said her family is planning on home schooling next year. She's also trying to figure how to ride her bike to Truckee; with the closure of Donner Pass Road (DPR), there aren't good choices for people who don't want to drive. She'll try the really old road this weekend. Bill suggested biking through the railroad tunnels; but Anne-Flore is concerned about safety in the dark.

5. Treasurer's Report (Pat):

- a. Monthly and Annual Reports: Ward Fansler sent the reports, which Dick distributed to the Board the day before the meeting. The DSA checking account has about \$13K; DSA will need to pay about that much to Stantec soon. DSA received an invoice from SaniHut, which Pat forwarded to Truckee Donner Land Trust so they can share the expense; John confirmed the sharing arrangement.
- b. CFO Transition: Beth will meet with Ward next week to start the QuickBooks transition. Chris said we have come a long way thanks to Ward's help.

6. Tourism Business Improvement District (T-BID) (Pat):

Pat put in a \$5K request to the Nevada County Economic Relief Fund; she received a receipt and a note saying that the current round of funding was closed. However, the request will be held for the next round, if there is one.

7. Reports from Ongoing Projects, and Proposals for New Projects:

- a. Summit Hub/Shed II: Pat said the poster about Chinese workers was sent to the 1882 Foundation so they would know what we are doing. Pat received a \$7K contract from JK Architecture for the portable toilet enclosure; however, the budgeted amount was \$6K, so she is reluctant to sign the contract. Bill said that Placer County won't allow changes in budgeted amounts without a special hearing. Jordan said JK Architecture has already made a donation, but he thinks the difference can be worked out. **Pat will send the approved budget to Jordan, and they will negotiate.**
- b. Recreation Master Plan: Stantec's work is winding up. There will probably be no public meeting because of COVID-19 concerns; but the Recreation Master Plan will be posted, and comments will be invited.
- c. Matching Funds: The checking account might cover what we need in the short term; but there are other matching fund requirements before the end of the year.
- d. Interim Visitor Center at Nancy O Glass and Gallery: There is a banner at Nancy's Gallery declaring it to be a Visitor Center. Questionnaires are being printed for distribution to visitors.
- e. Summit Cleanup (15-22 June): Pat has liability waivers filled out by seven volunteers; but others thought the number of participants was much higher. There was a Book Club group, a family from Serene Lakes, and a group from Towle Mountain. Pat thinks DPR looks good; she found a small pile of beer cans near Rainbow Lodge but not much else. Pat suggested an email thanking participants; Anne-Flore thinks that can be done using information from the waiver forms and the web sign-in page. **Pat will draft a letter, and Anne-Flore will send it out.**
- f. Donner Pass Road; Everyone is being inconvenienced by the road work. Pat spent half an hour waiting to get through. Dick wondered whether the work near the Soda Springs Store was related to the highway reconstruction or was a separate Donner Summit PUD project. Bill said

there has been a drainage problem at that spot; the work will result in a widened road there with better drainage.



Signage at the Summit after the first day of closure on Donner Pass Road (DSCN0584.JPEG).

8. Web Site and Cybersecurity Committee (Dick):

Dick reported that the Committee had met twice since the last Board meeting. A list of improvements has been developed. Naomi Plasterer, who works for Microsoft but has web expertise, has joined the committee. She was able to fix the security warning message that has been appearing on the donation page. She was eager to try some other changes, so Dick asked Forrest to give her administrator privileges; he did so a couple weeks ago, but Dick has not heard anything since. **Beth offered to contact Naomi, who lives nearby.**

9. Design and Beautification Committee (Chris):

Chris asked whether others could participate in a meeting tomorrow. Anne-Flore said she needed to check with her husband, since she is nominally doing child care. It appeared that something could be worked out with Anne-Flore and others.

10. Fundraising Committee (Pat):

- a. Letters to Sugar Bowl Homeowners and Lapsed DSA Members: A letter was sent to Sugar Bowl homeowners via their newsletter, resulting in one \$500 contribution. Pat also wrote letters to lapsed DSA members; about \$4K in contributions have followed.
- b. Summer Party: Nothing specific has been planned; but there could be a celebration when Summit Hub is finished.

- c. October Beer Fest: Alice Harten, manager at Clair Tappaan Lodge, joined Bill and Pat at Summit Hub for a work party last week. She is willing to host a repeat of the successful 2019 Beer Fest if the Sierra Club opens the Lodge.
- d. Bench Naming Rights: A friend has written to Pat asking for details on naming rights. The Committee needs to set some prices and start some outreach since there appears to be a market for naming rights. Beth has been working on connections in Serene Lakes; she will give them more specific information, when it becomes available, and try to coax them along.
- e. Other Possibilities: Anne-Flore asked about possible fundraising events if DSA can't have something outdoors. She recently participated in a fundraising event for the Kirkwood Fire Department. It included an on-line auction, a video showing what the department does, and a virtual question and answer session afterward. She thinks it was relatively successful; the on-line auction worked well. Pat doesn't feel qualified to organize such an event; but **Beth will check with Naomi to see what she thinks might be possible through the web site.**

Beth noted that contributions to an auction usually come from local businesses, which are also looking at many unknowns and may not be as generous as they have been in the past.

John will continue to argue for targeted fundraising; he thinks the return from a few major donors is better than fundraising small amounts from many donors. Mike noted, however, that there are social values when personalities and faces can be connected to the organization when donations are being solicited.

Beth thought that music in the tunnels could be successful. Participants would bring their own food; they could enjoy the music with social distancing and bring-your-own sandwiches. Anne-Flore agreed that music would be good now; she's not so sure it would work a month from now because of the rising number of COVID-19 cases.

11. Internal Matters:

- a. Job Description for Administrative Assistant: Pat found the outline of a job description in some old materials from Donner Summit Legacy; she sent it to Chris and Beth before the meeting. Chris thought it looked good; he will look again tomorrow. Beth thinks there need to be some

additional tasks included. **Beth will work with Chris on this next week when her son is at a Sugar Bowl camp.**

- b. Search for Old Records: Mark said he contacted the office of the California Attorney General (AG) about DSA status. After some initial confusion between DSA and DSAA, the Charitable Division began preparing a certificate for DSA. DSAA's certification as a charitable organization has been suspended because DSAA filed no documents in 2013-2016; there may be financial penalties. That matters to us because DSAA 'assets' have been transferred to DSA; if there are penalties, DSA may be obligated to pay them.

Mark said the assets should not have been transferred before DSAA was formally dissolved. Beth said she filed a dissolution request and received an acknowledgement from the Attorney General's office two years ago. Mark said that there has to be a second filing with the Secretary of State to make the dissolution final; it has to be signed by someone from DSAA. **Beth will look for the letter from the AG; she thinks Tom Appelbaum will sign the form to the Secretary of State.**

Now that Ward has prepared a financial report for the fiscal year ending May 31, tax returns have to be filed by October 15. Mark said someone needs to follow up. Sue Busby had been in touch with a woman in Truckee who did the tax returns for the previous fiscal year; **Beth will check on where that activity stands.**

- c. Liability Waiver: Mike has worked with Greg Dallas to create a new waiver form that volunteers should sign before beginning DSA work projects. The two main differences compared to the waiver approved at the April meeting are that this one explicitly lists Sugar Bowl and it includes wording about working near vehicles and heavy machinery. Mark and Dick both thought it was ok.

MSC-U (Mark, Dick) to approve the new liability waiver form.

- d. Schedule for Future Meetings: The next Board meeting will be August 13.

Dick said he received an e-mail from Alisa Adriani, writing on behalf of her family which owns several sections near Devil's Peak; the message was also addressed to Pat and Beth, and Dick copied John in his quick reply. The Jones family is having increasing problems with trespassers and would like to arrange an exchange with USFS in which USFS would transfer two inholdings to the Jones family and the family would grant an easement for a trail. They have offered financial incentives.

John said TDLT has been working with the owners; he feels the proposal has merit, but USFS has not given it high priority so it is not likely to move forward in the current climate and he does not see a role for direct TDLT involvement. He thinks the priority might change if DSA got behind the proposal; Chris thought that endorsement by the Truckee Trails Foundation might help. Access to Devil's Peak may be included in the Stantec Recreation Master Plan. John worries about gradient issues for a trail on Devil's Peak itself.

Dick will discuss options with Alisa. Bill thinks we should be interested because of the better access, and Chris and John agreed; everyone agreed that this will not happen fast.



Snow Mountain (left) and Devil's Peak (right) from Rowton Peak (DSCN5930.JPG).

12. Announcements (Pat, others):

Chris said Shaffer Paving will prep the foot trail to The Shaft next Wednesday and pave Thursday.

Beth and Anne-Flore will represent DSA at the Mountain Housing Council meeting next week.

13. Adjournment:

There being no other business, Pat adjourned the meeting at 6:00 PM.

Minutes approved by the DSA Board of Directors at its meeting on August 13, 2020.

signed by DSA Secretary, Richard Simpson, _____



Donner Summit Association (DSA) Core Action Team Meeting
Thursday, August 13, 2020 5-7 PM
Virtual Meeting Hosted from Malberg Cabin at Lake Mary, Norden, CA



Summit Hub area from Donner Pass Road (DSCN0739.JPG)

Motions and votes are given in *italics*; action items are in **red bold**. For various reasons, the minutes below do not reflect the strict chronological order of discussions during the meeting.

1. Welcome:

Core Action Team (DSA Board) Attendees: Anne-Flore Dwyer, Mark Himelstein*, Jordan Knighton, Pat Malberg*, Bill Oudegeest, Chris Parker*, Dick Simpson, John Svahn, Beth Tanhoff, and Nathan Wieler.

Others: Mitzi Hodges, Tim Kustic (SLPOA), Don Malberg*, Naomi Plasterer, Jenna Prescott, Buff Wendt, and one unidentified caller.

* Denotes in-person participation at the Malberg cabin.

DONNER SUMMIT ASSOCIATION
P.O. BOX 674, SODA SPRINGS, CA 95728

www.donnersummitca.com
A 501 (c) (3) non-profit organization
E.I.N: 87-0806766

The meeting was called to order by Pat Malberg at 5:05 PM. Chris Parker had set up a GoToMeeting site so that remote participants could connect by computer, tablet, smart phone, or traditional phone.

2. Approval of Agenda:

Moved (Chris), seconded (Mark), and carried unanimously (MSC-U) to approve the agenda after adding a Lamson-Cashion donation item near the beginning and moving Graffiti Abatement Project planning after it.

3. Approval of Minutes:

No changes to the July meeting minutes were proposed.

MSC-U (Chris, Dick) to approve the July meeting minutes.

4. Status at Donner Summit (All):

Chris said Sugar Bowl summer camps have ended, and there are no weddings in the near future. An affordable housing project in Truckee is storing prefab units in the Donner Summit Lodge parking lot.

5. Treasurer's Report (Beth):

a. Monthly and Annual Reports: Beth distributed a report prior to the meeting. There is \$18K in the checking account, but a large portion of that will be needed to cover Hub expenses. Placer County has been slow on reimbursements, and the amount available may be shrinking. Matching funds for the Master Recreation Plan will be needed by September. There have been contributions toward the matching funds, and there has been some income from naming rights.

b. Transition from Ward to Beth: Beth thinks she and Ward have been working well together and expects that they will still be good friends when this is over.

6. Tourism Business Improvement District (T-BID) (Pat):

Pat requested relief funds from Nevada County, but missed the most recent deadline. There is another opportunity with a deadline of August 21. **Pat will submit the request.** The maximum amount per request is \$5K. Placer County is opening a similar program on August 27; details are not available yet, but the maximum awarded will be \$10K per request. **Pat will submit an application.**

7. Reports from Ongoing Projects, and Proposals for New Projects:

- a. Lamson-Cashion Donation: George Lamson and Linda Cashion have offered to contribute a significant amount to DSA to support rehabilitation at the Summit. Dick discovered three typos in the proposed donation agreement, and Mark felt that several of the provisions in the document needed to be refined — such as wording on the commemorative plaque and where it would go.

The donors have requested that the plaque be mounted on a “large boulder at the Donner Summit trailhead.” Mark and George talked this afternoon. The property at the trailhead is leased by Sugar Bowl from Union Pacific Railroad (UPRR) on a year-by-year basis. Sugar Bowl has an easement to conduct certain activities on the property; but ensuring long term protection of a plaque is not likely to be within that scope. Discussion followed on possible alternatives, such as finding a boulder within the Old Donner Pass Road right of way; part of the right of way is the Old Lincoln Highway route, but the section that was recently paved by DSA is not, and its actual status is a bit foggy. Dick suggested using a boulder on USFS property, but there was wide agreement that would not be easy. John suggested working with the donors on the basic agreement with the understanding that Sugar Bowl would provide long-term protection of the plaque, moving it to a place on their property if UPRR sold the trailhead area at some time in the future.

The wording on the plaque can be hammered out with the donors; this issue is mostly a matter of being more specific than the draft agreement provides. But the donors are also concerned that credit for the donation might be appropriated by another party at some time in the future. Pat thinks that DSA can guarantee protection of the wording. Mark said other issues include use of the funds and delivery of the funds. The donors don’t want money to be spent on salaries, and George wants to deliver in two installments — half in 2020 and the remainder in 2021.

Mark thinks these questions, except for long term protection of the plaque, should be easy to work. He admitted to being conflicted here; he will abstain when the agreement comes to a vote because he is presently working for both sides. John wondered whether another DSA official could represent the organization while Mark represents the donors; Bill was suggested as the DSA representative, and there were no objections. **Chris will share the Sugar Bowl interests in the property with Mark.** Pat thanked Mark for his work so far.

There was a final question about the size and cost of the plaque. For a plaque roughly 18 x 24 inches, John estimate \$5K if bronze and \$1K if aluminum.

- b. The Shed: There is now enough rough grade material at The Shed to take care of drainage issues. Once the rough grade is done, benches and rails will be added and the amphitheater can be completed. Decomposed granite will be added last.

Chris needs help sourcing wheel and axle sets for the benches. He has seen e-bike railroad units at Skunk Train in the North Bay on television and thinks the operators of Skunk Train might have some suggestions on sources for parts. Dan Goddard is on board for sign design; but he is recovering from a serious injury and cannot travel right now. Graphics are being worked, and some may be ready for mounting soon. Bill will get together with Ron Gregg about placement of logs on the perimeter of the road. DSA needs eleven 7-foot logs 18 inches in diameter; **Mitzi has some and will check whether hers match the requirements.**

- c. Contract with JK Architecture: Invoice issues have been resolved. Jordan expects to go for a permit in a couple weeks. Siting of the restroom has been decided subject to possible field adjustments.
- d. Graffiti Abatement: Graffiti on the exterior of the railroad tunnels and snowsheds has become a serious problem; community members have become very passionate about wanting to remove it. Jenna said some of the graffiti has extended onto Sugar Bowl property.

DSA has taken steps in the past month toward organizing an abatement effort. John Groom of USFS has offered a lot of support, including equipment and the organizing skills of Joe Saksa who has done this when he worked in the Truckee Ranger District. Joe is only available September 2-4, so the work is tentatively scheduled for those dates (moved from the August 30 date, which was tentatively announced last month). John Svahn said he is strongly in favor of removal, and Truckee Donner Land Trust is willing to contribute \$1K. Jenna said Sugar Bowl wants to contribute, providing people and equipment that would be appropriate. Chris said the Climbers' Coalition wants to play a role. Mitzi offered to solicit paint donations from suppliers. Court Leve, a long-time professional photographer, wants to document the story.

Mark asked whether UPRR has approved the graffiti removal, since it is on their property. Chris said that UPRR has been consulted; they are not very concerned about anything except keeping people off their live tracks.

Although the people he has talked to are in favor of graffiti removal, they would prefer not to have anyone on their property at all. They have suggested getting a beautification easement. However, when Pat talked to Peter Kenney, he said UPRR would not grant DSA a beautification easement. Pat plans to approach Mike Upton, local UPRR Manager of Track Maintenance.



Snowsheds recently tagged by graffiti artists (photo by Court Leve).

On the negative side there have been “taunts” from some members of the community, who are opposed to the graffiti removal. Others have noted that DSA would be trespassing and painting just like the graffiti artists, though with a different end product. There may also be political repercussions from painting over “BLM” graffiti; but someone said that piece has already been removed. Mark has worked previously with artists in San Francisco; he thinks some of the graffiti is good quality art and wondered whether there is a way to preserve it. There was a general agreement that saving some and painting over the rest sends the wrong message; it is better to remove everything on the outside of the tunnels and snowsheds. What is on the inside is not a target of this project.

Mitzi has talked to some of the artists and their supporters. Some argue that drilling the tunnels cost many laborers their lives; the artists feel that makes the tunnels fair game for graffiti. She also said the UPRR police can be effective in discouraging trespassers. Mitzi is willing to do whatever it takes to curb the graffiti, which defaces the land where she grew up.

John wondered whether DSA will commit to keeping the surfaces clean. Doing it once a year only provides the artists a clean canvass; if we keep at it every week, then the artists may lose interest. Pat said we need to see what turnout is for the first work days; if it is good, we can commit to

long-term maintenance. She suggested storing leftover paint in The Shed, where it would be convenient for follow-up work.

There was consensus to move forward with the Graffiti Abatement Project pending Mike Upton's approval. The leadership team will include Joe Saksa, Pat Malberg, and John Scott of the Climbers' Coalition; they would be assisted by Jenna Prescott and John Svahn. Volunteers will sign up in advance, sign liability waiver forms, be spaced over the three days in time (and maybe later, for follow-up), and be separated to social distances while working. Since the project will be outdoors, Pat does not think it constitutes a "gathering" so it will not be covered by County rules on sizes of gatherings.

- e. Trail and History Hub Contract Correction: Bill said the revised contract has been received from Placer County; it includes the corrected matching funds requirement for the next phase of the project.
- f. Recreation Master Plan: DSA has been meeting every two weeks with Stantec. There should be a rough draft of the Master Plan by next week. The original plan for a community meeting and discussion in May had to be shelved in light of COVID-19 restrictions. Instead the draft plan will be posted on the web site and comments will be invited. **E-mails will be sent to people known to be interested, advising them of the comment opportunity and the link.**
- g. Matching Funds: About \$12.5K will be due in September; we hope to get reimbursement from Placer County so the checking account has enough to pay the matching requirements.
- h. Thank You Notes to Summit Clean-up Volunteers: Pat has e-mailed everyone she knows participated in the Clean-up (except for one volunteer who got a hard copy letter). Bill said we also need to thank people who contributed to The Shed. **Pat will do that, but she needs contact information in the DSA Drop Box from Beth.**
- i. Donner Pass Road Rebuild: Pat waited 20 minutes to get through the traffic stop today. There is no other information on the project, but it seems to be going well. Anne-Flore is eager to bicycle the road again between Kingvale and Truckee; she has been using the train tunnels a couple times a week.
- j. Welcome Sign: Dick has been experimenting with different backings to make the sign next to the Monument more visible. Reflective material, such as is used on road signs, seems best; for a long-term solution we need

a rigid material that withstands snow and ice. Mitzi talked to a sign person she knows in Reno on Tuesday; he will get back with options that might work for us so that we can spend our money wisely. **Dick will follow up once he hears from Mitzi.**



The only sign marking the PCT continuation north to Canada at Donner Summit (DSCN0738.JPG)

- k. Crowds at the Summit: There have been fewer crowd problems than 5-6 weeks ago. Pat thinks we are past the peak of crowding because schools have started. Placer County replaced some no parking signs, and the CHP has ticketed some illegally parked cars. Pat's neighbor stenciled new signs marking fire lanes along Old Donner Pass Road, which seem to have been effective. Portable toilets at Summit Haus have been opened to provide additional peak period capacity.
- l. Mountain Housing Council: The first meeting of MHC 2.0 was a couple weeks ago. It went well; participants recapped what has been done in recent years and considered possible plans for the future. A request for proposals for an updated housing assessment is being prepared; the last one was done in 2016, and a lot has changed. The new assessment will help identify what needs to be done. One strategy is to convince more people to put their second homes up for long-term rental so there aren't so many unoccupied buildings; many houses on the Summit sit empty much of the year. On the other hand, a lot of people are reluctant to live on the Summit because of the lack of services. Can more services be made available on the Summit, or can residents connect better with services in Truckee? Pat said a transit hub at the visitor center would mitigate some of the problems. Anne-Flore would like a bus between the Summit and Truckee that could carry her bike.
- m. Public Transit to the Summit: Anne-Flore has been following discussions in the Town of Truckee about transportation. She has advocated for public transit to outer areas such as the Summit. There has been a

seasonal TART bus in the past; this could relieve parking congestion in both summer and winter. Access to public transit would also benefit people who live on the Summit. But the funding source is not clear.

Chris said the old seasonal shuttle was managed by the Truckee North Tahoe Transportation Management Agency; it was funded primarily by Summit ski resorts. Ridership was dismal; when resorts started pulling their financial support, the shuttle service collapsed. Sugar Bowl has switched to using its own shuttles, which unload at the Summit, not near the visitor center in Soda Springs. Anne-Flore said people are thinking more in terms of their environmental impact and might be more willing to support a shuttle today than a few years ago.

- n. Devils Peak: Dick has exchanged several emails with Alisa Adriani, who is interested in trading an easement for a trail to Devil's Peak on her family's property in exchange for some USFS inholding acreage. She understands that negotiating an agreement with USFS will not happen quickly. She and Dick are negotiating a meeting to discuss possibilities.

8. Web Site and Cybersecurity Committee (Dick):

Naomi now has administrator privileges on the web site. Dick said she could try making some changes, but he wanted to be kept advised. Naomi hesitated because she wasn't sure what the arrangements were with Forrest. Dick and Nathan agreed that **Naomi should go ahead with moving archival material from the DSAA web site to the DSA site** and that future changes could follow once that was completed successfully. Pat identified the material she wanted transferred. **Dick will plan another virtual meeting of the committee to discuss the larger web site design changes that have been considered.**

9. Fundraising Committee (Pat):

- a. Meetings: There have been no recent meetings.
- b. Summer Party: Pat thinks there should be a party to celebrate completion of the Hub, possibly with music. However, there has been no planning and the completion date could be as late as November, which might not be very appealing.
- c. October Beer Fest: The Sierra Club has not decided when (and under what conditions) to re-open Clair Tappaan Lodge, so there has been no further planning for a Beer Fest.

- d. Bench Naming Rights: There have been a couple contributions of \$5K for bench naming and other donations for smaller items. The Lake Mary Association has contributed \$10K for naming rights on one of the kiosks.
- e. Other Possibilities: None under consideration. Suggestions are invited.

10. Internal Matters:

- a. Job Description for Administrative Assistant: Nothing new.
- b. Search for Old Records: Mark and Beth were looking for old tax records; status of that effort is unknown.
- c. Schedule for Future Meetings: September 10 was confirmed.

11. Announcements (Pat, others):

None.

12. Adjournment:

Pat adjourned the meeting at 6:31 PM.

Minutes approved by the DSA Board of Directors at its meeting on September 10, 2020.

signed by DSA Secretary, Richard Simpson, _____



Donner Summit Association (DSA) Core Action Team Meeting
Thursday, September 10, 2020 5-7 PM
Virtual Meeting Hosted from Malberg Cabin at Lake Mary, Norden, CA



Before and after graffiti removal on one section of snowshed (DSCN0819-0829.jpeg)

Motions and votes are given in *italics*; action items are in **red bold**. For various reasons, the minutes below do not reflect the strict chronological order of discussions during the meeting.

1. Welcome:

Core Action Team (DSA Board) Attendees: Mark Himmelstein, Pat Malberg*, Bill Oudegeest*, Chris Parker, Dick Simpson, Mike Spain, and John Svahn (by phone).

DONNER SUMMIT ASSOCIATION
P.O. BOX 674, SODA SPRINGS, CA 95728

www.donnersummitca.com
A 501 (c) (3) non-profit organization
E.I.N: 87-0806766

Others: none

* Denotes in-person participation at the Malberg cabin.

The meeting was called to order by Pat Malberg at 5:10 PM. Chris Parker had set up a GoToMeeting site so that remote participants could connect by computer, tablet, smart phone, or traditional phone.

2. Approval of Agenda:

Moved (Dick), seconded (Chris), and carried unanimously (MSC-U) to approve the agenda.

3. Approval of Minutes:

No changes to the August meeting minutes were proposed.

MSC-U (Mike, Chris) to approve the August meeting minutes.

4. Treasurer's Report (Beth):

a. Transition from Ward Fanslet to Beth Tanhoff: Pat said Ward is still active on behalf of DSA; he did a W-9 today. Beth is home schooling, so she hasn't had a lot of time to learn Quickbooks. Pat thinks we should look for a contractor to do the books; Connie Rule is a neighbor of Beth's and might be available.

b. Monthly and Annual Reports: Beth was not present; there was no report.

5. Applications for COVID-19 Relief Funds (Pat):

Pat requested relief funds from both Nevada County and Placer County, in both cases requesting \$5K. The Placer County fund is administered by the Tahoe Truckee Community Foundation (TTCF). Pat found the 10-page application to be very complicated; by comparison, the application for Nevada County was easy. She gave the following reasons for requesting relief funds: (1) we have not been able to schedule fundraising events, (2) we have imminent matching fund requirements, and (3) the attention of potential donors is elsewhere.

6. Reports from Ongoing Projects, and Proposals for New Projects:

a. The Shed: Bill said we now have building documents for The Shed. He was promised structure documents from JK Architecture (JKA) last week,

but those have not arrived yet. Rocks were installed at The Shed by Ron Gregg this morning; he will charge DSA \$2K and write the other \$3K off as a charitable donation. Bill is not sure we need logs to mark boundaries, but that is a design decision that needs input from JKA.

Norm Sayler will do machine grading tomorrow morning; volunteers are needed to help with hand work after Norm finishes. **Anyone available is invited to participate starting at 10 AM.** Volunteers should bring a rake or McCloud. Chris thinks Sugar Bowl can provide a few tools for those who do not have their own.

Bill is also waiting for rail car designs. Pat suggested that wheels could be obtained from Sterling Rail, Inc; their web site lists Hi-Rail Equipment (<http://www.sterlingrail.com/classifieds/Listings.php?type=Hi-Rail%20Equipment&fsw=FS>).

- b. Recreation Master Plan: Chris and Bill both attended the most recent meeting with Stantec. Stantec has promised an administrative draft for review by tomorrow; it is currently undergoing in-house review. The outreach plan is being worked; it will document what we have done to get input from the community and other stakeholders.
- c. Matching Funds: Placer County has not yet fulfilled two requests for reimbursement; one was submitted at the end of June, the other a couple weeks ago. The Recreation Master Plan matching funds will be needed when Stantec finishes its work.
- d. Graffiti Abatement Project: The three-day project involved 70 volunteers who painted over graffiti on a couple miles of railroad snowshed in spite of hacking of the sign-up web site. Not all of the original graffiti was painted over, and graffiti artists have already been adding new 'tags'; John Scott sent Pat a photo of the new 'art'. A follow-up event is scheduled for September 24; **Pat will contact Anne-Flore about setting up a new sign-up web site.** Sugar Bowl has been invoiced \$1K for supplies; a second invoice for \$1K will be sent to Truckee Donner Land Trust (TDLT). Bill suggested a newspaper article documenting the activity; Pat agreed. John Svahn suggested thank you notes to all volunteers.

Signs advising visitors of video surveillance, fines, and possible imprisonment for graffiti will be installed. Cameras will be set up in strategic places to monitor both parking areas and the snowsheds themselves. John Groom of USFS has approved the surveillance and signs; citations will be for damage to historic and cultural artifacts. The signs will ask people seeing suspicious activity to contact the Nevada

County Sheriff's Office in Truckee. John Scott is paying \$30/day for a docent or trail manager to monitor the site; Perry Norris of TDLT has already recruited the person.

Mike wondered whether we are on questionable legal ground if we use video; Chris said signs advising of video surveillance are common, and he doesn't see an issue.



The Shed was tagged in the days leading up to the Graffiti Removal Project (collage from photos by Pat Malberg and Dick Simpson).

- e. Monument Sign: Pat said two small lights have been added to illuminate the sign at night; she thinks adding the reflective backing has made a big difference. Dick said Mitzi Hodges has been working with a sign fabricator who will provide a 4x8 sheet of ¼-inch aluminum with a reflective surface. The sheet can be cut to fit behind the existing sign, and we will have material left over.
- f. Devil's Peak: Dick has exchanged e-mail with Alisa Adriani, but they have not been able to schedule a meeting to discuss her proposal for a trail easement to the summit of Devil's Peak.

7. Web Design/Cybersecurity:

A virtual meeting scheduled for two days ago was canceled when Anne-Flore fell sick. A new meeting is planned for next Tuesday (September 15) at 1 PM; confirmations have been slow to come in for both meetings. Pat said closing the DSAA web site would be OK; the 'resource' material she wanted has been transferred to the DSA site. She added that Beth should have the necessary information to close out what remains of the DSAA site.



Graffiti removal from the top side of the snowsheds (photo by Buff Wendt).

8. Fundraising Committee:

- a. Lamson-Cashion Donor Agreement: Mark talked to George and Linda; they are agreeable to the draft that was circulated a few days ago. Mark sent the agreement to Sugar Bowl (SB) for their concurrence since they are leasing the property in question from Union Pacific Railroad (UPRR); he has not heard back. Chris said he had not had a chance to read the agreement; but a few minutes later he said it looked OK.

John asked several questions: is the agreement in perpetuity, what are DSA obligations, who is responsible for the plaque if/when the SB/UPRR lease ends, what are the maintenance provisions for the plaque, and is there a 'successor' provision in the agreement if DSA ceases to exist? Mark said the agreement is in perpetuity, that there is no 'successor' clause, and that Pat had promised to obtain a supporting letter from

Sugar Bowl. Pat said SB does not have the resources to negotiate a sublease with DSA, so the letter will have to do. Mark said the donors are agreeable to the letter solution.

Discussion followed about the recognition plaque itself. Mark said the donors would be happy with a plaque that resembled the historic signs installed along Old US 40 by the Donner Summit Historical Society (DSHS); in fact, they have designed such a plaque themselves. There were several questions about the font used and whether it matched the design of other DSA signs in the area; there was consensus that consistency was important to the branding that DSA is trying to establish at the Summit and that perhaps a consistent font could be negotiated with the donors after Board approval of the agreement. The design could be sent to Anne-Flore for her review in terms of consistency. Bill said the DSHS signs are designed to withstand winter conditions; they are only removed to prevent damage by snow moving equipment. Some have already been through a dozen winters without serious degradation. Mark said the first donation is not due until the end of December; there is time to refine the details.

Moved (Pat) and seconded (Dick) to approve the Lamson-Cashion Donation Agreement with its Exhibit A (attached). The motion carried with five in favor, Dick voting against because he wanted the Sugar Bowl letter in hand first, and Mark abstaining because he has been representing the donors in negotiations with DSA.



Painting grate during clean-up (DSCN0864.jpeg). Each grate has about 360 holes, which can be cleaned at the rate of about 7 seconds per hole.

- b. Bench naming rights: There have been no new developments.

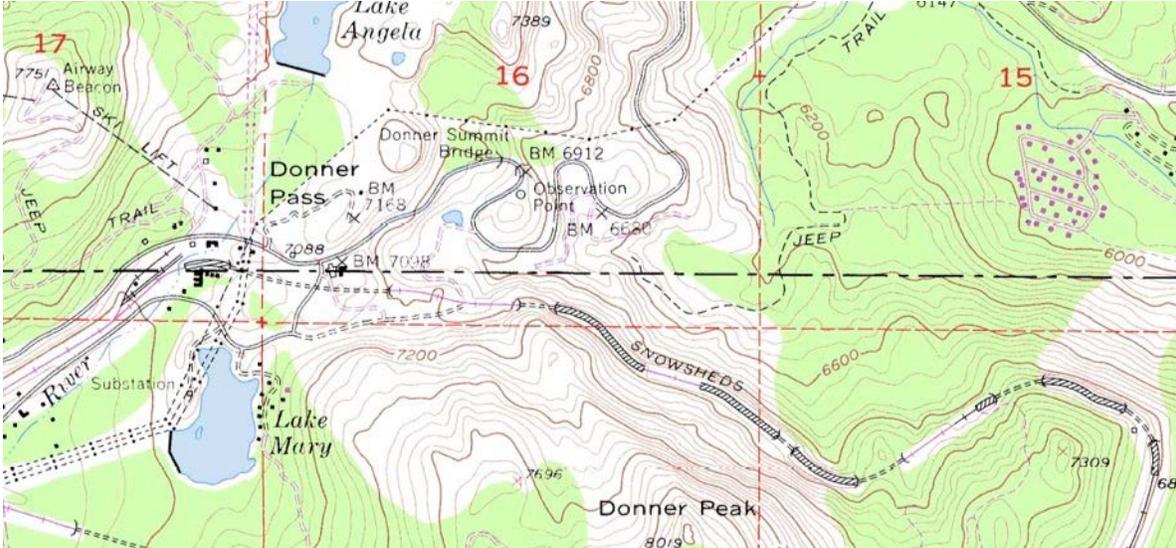
- c. Parties and Festivals: There has been no further planning, so there are no such activities on the DSA calendar.

9. Internal Matters:

- a. Job Description for Administrative Assistant: Nothing new. Mark said DSA needs an independent contractor agreement with its administrative assistant.
- b. Schedule for Future Meetings: October 8 was confirmed.

10. Announcements (Pat, others):

- a. Census: Pat received a note from Bill regarding the census; TTCF believes responses have been very low in this area and encourages greater participation. Mark said that he was approached by two Census workers yesterday in Serene Lakes; Pat said Lake Mary has been visited. Some of the confusion may be that there are many addresses, but few homes are occupied by people who reside permanently.
- b. Garage Conversion: The Placer County Planning Commission has announced a hearing in Auburn on September 17 regarding a proposed garage to living space conversion at 8163 Serene Road in Serene Lakes.
- c. Van Norden Dam: TDLT has reported that the State Division of Dam Safety has declared the conversion of Van Norden Dam to have been successfully completed. The work cost \$2M.
- d. Winter Parking at Donner Lake: John said TDLT is trying to work with Truckee Recreation and Parks to provide snow-cleared winter parking at the west end of Donner Lake for backcountry skiers descending from Judah Peak (and elsewhere) to Lake level. The effort is jointly with Tahoe Backcountry Alliance and would get cars off the street during winter months. Not everyone in the neighborhood is in favor; but Chris noted that Sugar Bowl used to provide parking there, so a precedent exists.
John will distribute more information.



Map of The Hub area, showing several snowsheds.

11.Adjournment:

There being no other business, Pat adjourned the meeting at 6:02 PM.

Minutes approved by the DSA Board of Directors at its meeting on October 8, 2020.

signed by DSA Secretary, Richard Simpson, _____

Donation Agreement

Legal Name of Donor: George Lamson and Linda Cashion

Address of Donor:

36 Miwok Court
Napa, CA 94558

Legal Name of Receiver: Donner Summit Association, a California non-profit, public benefit corporation, (hereafter, "DSA")

Address of Receiver:

PO Box 674
Soda Springs, CA 05728

This Donation Agreement, made between Donor, as listed above, and Receiver, also listed above, is effective as of August 18th, 2020 ("Effective Date"). The parties may be referred to individually as "Party" and collectively as "Parties."

RECITALS:

WHEREAS, Receiver is the following type of charitable entity, organized under the provisions of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended:

A California Non Profit Public Benefit Corporation

WHEREAS, Donor would like to make a charitable donation to Receiver, under the laws of the United States and the applicable portions of the Internal Revenue Code of 1986, as amended;

NOW, therefore, in consideration of the promises and covenants contained herein, the receipt and sufficiency of which is hereby acknowledged, the Parties do hereby agree as follows:

Article 1 - DONATION INFORMATION:

Donor is pledging a donation in the form of monetary funds.

This donation is being given in support of the following:

To name and preserve the trailhead at or near the Shed off Donner Pass Road on Donner Summit in the County of Nevada, State of California with a suitable plaque honoring Donor and the mission of DSA.

The donation given is the following (the "Donation"):

Monetary contribution of \$100,000, donated as follows: \$50,000 on or before December 31, 2020, and \$50,000 between January 1, 2021, and December 31, 2021 direct from the IRA accounts of George Lamson and Linda Cashion.

Article 2 - LOGISTICAL INFORMATION:

The Donation will be made upon the occurrence of the following event:

Creation and placement of a suitable inscribed plaque as set forth in Exhibit A, on a boulder at the Donner Summit Trailhead located at the Shed just off Donner Pass Road.

Donor hereby warrants that the Donation is free of any and all encumbrances and that Donor has full legal rights to donate the Donation.

Article 3 - PURPOSES OF DONATION:

The Donation is being made for the following specific purposes and no other use of the Donation shall be permitted unless agreed to by the Donor:

To create a plaque on a large boulder at the Donner Summit trailhead as set forth in Exhibit A, attached hereto, to support the mission of DSA in encouraging participation in and preserving and beautifying the natural environment at Donner Summit, State of California.

The Funds in question shall be used primarily to create and maintain the aforesaid plaque and the Hub and for administrative expenses of DSA such as repayment of outstanding loans and payment of premiums for the issuance of insurance for DSA. Until disbursed, the funds shall be held in an interest bearing account subject to withdrawal for a proper purpose by the President or Vice-President of DSA, only. The plaque and boulder shall be maintained by the DSA in perpetuity so long as the real property on which it exists is subject to the lease between the Union Pacific Railroad (lessor) and the Sugar Bowl Corporation (lessee). If said lease is terminated and if DSA is required to remove the boulder and plaque, DSA will find another suitable location on Donner Summit on which to place the plaque and boulder.

The Donation may also be used for any other charitable, educational, or scientific purpose as permitted to an organization under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended with the agreement of Donor.

Article 4 - NO REVOCATION:

Donor may not revoke the Donation. All covenants and promises made within this Donation Agreement are final.

Article 5 - EXPENSES:

Any and all expenses associated with the execution of this Donation Agreement, such as but not limited to, expenses incurred during the transfer of the Donation, are the sole and exclusive responsibility of the Receiver.

Article 6 - NO SERVICES:

Donor and Receiver agree that no services, sale, promotion, or anything of a similar nature is indicated or entered into by this Donation. Donor and Receiver agree that the Donation has been given without any further agreement of services to the Donor and is given freely by the Donor and received by the Receiver.

ARTICLE 7 - GENERAL PROVISIONS:

A) GOVERNING LAW: This Agreement shall be governed in all respects by the laws of the State of California and any applicable federal law. Both Parties consent to jurisdiction under the state and federal courts within the State of California. The Parties agree that this choice of law, venue, and jurisdiction provision is not permissive, but rather mandatory in nature.

B) APPROVAL WARRANTY: Receiver warrants that this donation has been approved by a proper resolution of its Board of Directors at its regularly scheduled meeting on September 10, 2020.

C) ASSIGNMENT: This Agreement, or the rights granted hereunder, may not be assigned, sold, leased or otherwise transferred in whole or part by either Party.

D) AMENDMENTS: This Agreement may only be amended in writing signed by both Parties.

E) PUBLIC ANNOUNCEMENT: Neither Party will make any public announcement or disclosure about the existence of this Agreement or any of the terms herein without the prior written approval of the other Party.

F) ENTIRE AGREEMENT: This Agreement constitutes the entire agreement between the Parties and supersedes any prior or contemporaneous understandings, whether written or oral.

G) HEADINGS: Headings to this Agreement are for convenience only and shall not be construed to limit or otherwise affect the terms of this Agreement.

H) COUNTERPARTS: This Agreement may be executed in counterparts, all of which shall constitute a single agreement.

EXECUTION:

Donor: George Lamson

Donor: Linda Cashion

Donner Summit Association, a California non-profit public benefit corporation

By: Patricia Malberg, President

Donation Agreement – Exhibit A



The Lamson-Cashion Donner Summit Hub Your Guide to Donner Summit

George Lamson and Linda Cashion with their Golden Retrievers Calla, Maggie and Lily were long-time residents of the Summit and spent many memorable days enjoying the area: hiking, biking, skiing, sailing, kayaking, and rock climbing. As full-time residents, they looked forward each day to a new adventure in this picturesque spot sharing their experiences through newsletters, blogs and vlogs detailing experiences that are possible on Donner Summit. They led hikes all over the Summit teaching visitors about the history, biology, and geology of the area. Through the Donner Summit Hub, they hope to inspire a new generation to appreciate and embrace this special place. Please take time to enjoy the pictures in this exhibit and study the maps so that you too can have a special outing during your time on the Summit.



**Donner Summit Association (DSA) Core Action Team Meeting
Thursday, October 8, 2020 5-7 PM
Virtual Meeting Hosted from Malberg Cabin at Lake Mary, Norden, CA**



The Hub on a Thursday afternoon (September 24) (DSCN0948.jpg)

Motions and votes are given in *italics*; action items are in **red bold**. For various reasons, the minutes below do not reflect the strict chronological order of discussions during the meeting.

1. Welcome:

Core Action Team (DSA Board) Attendees: Anne-Flore Dwyer, Mark Himelstein, Pat Malberg*, Jordan Knighton, Bill Oudegeest*, Chris Parker, Dick Simpson, John Svahn, and Beth Tanhoff.

Others: Tim Kustic, Tom Denzler*

* Denotes in-person participation at the Malberg cabin.

The meeting was called to order by Pat Malberg at 5:08 PM. Chris Parker had set up a GoToMeeting site so that remote participants could connect by computer, tablet, smart phone, or traditional phone.

2. Approval of Agenda:

Moved (Dick), seconded (Jordan), and carried unanimously (MSC-U) to approve the agenda.

3. Approval of Minutes:

No changes to the September meeting minutes were proposed.

MSC-U (Mark, Dick) to approve the September meeting minutes.

4. Treasurer's Report (Beth):

- a. Monthly Report: Ward Fansler distributed the monthly financial report by e-mail prior to the meeting. There is one outstanding bill to John Scott for \$216 for graffiti solvent. Total assets are \$36,663, net worth is \$21,413.

Beth noted that Pat has done a great job rallying contributions to The Hub and other projects; for example, the Lake Mary Association has made a sizeable contribution to the Hub. Bill has recruited some additional donations.

- b. Transition from Ward Fansler: Tom Denzler is available and familiar with QuickBooks. He has been working with Ward to become Assistant Treasurer; they have met three times. The original plan to have Beth take this over has not worked out because of her increased parenting and other responsibilities. Ward will continue to sign checks since they can be printed conveniently at the Truckee Donner Land Trust (TDLT). Tom will gradually take over other tasks as he becomes more familiar with DSA operations. Pat thanked Ward, Beth, and Tom for making this transition so smooth.

5. Applications for COVID-19 Relief Funds (Pat):

Pat requested relief funds from both Nevada County and Placer County. She has not heard anything from Nevada County even though their application was much simpler; she expected a quick reply. She answered several questions from Placer County, then was surprised to learn within a few days

that DSA will be awarded a \$7500 grant, which can be applied to the matching funds requirement for the Master Recreation Plan project.

6. Reports from Ongoing Projects, and Proposals for New Projects:

a. The Hub: Bill has to make quarterly reports on our progress for each of the grants. There is still a lot to do at The Hub.

- 1) *Portable Toilets*: Two weeks ago Bill tried to get a building permit for the portable toilet enclosure; but Placer County replied that we need site use and environmental permits before a building permit can be issued. The site use permit requires a signature from Sugar Bowl. Jordan suggested requesting a service use accessory exemption. The drawings had to be modified because of questions about where the county line is; there may also be a requirement for a CEQA process.

Pat thought we could install the portable toilets without constructing the enclosure. Jordan agreed; the site work can move forward, and we can add the enclosure later. Chris will be out of town for the next three weekends, but **he will review the plans as time allows. Jordan or Kelly can stake out the site work, then brief Bill who will contact Norm about the work to be done.** This should get us at least a pad for the toilets.

- 2) *Kiosks*: Chris' daughter had been interested in reviewing the kiosk materials; but she is out of the country. **Anne-Flore will send the six available panels one at a time to Pat for her review. Pat will return comments to Anne-Flore for editing, then they will go to Bill for printing. Mounting the finished products will be handled by Chris;** there needs to be some thought about substrate and plywood. **Bill will plan to order plywood.** There is some in The Shed, but Dick thinks most of it is smaller than the 48x48 inch dimensions needed. He used one 45x48 inch piece to build a cover for the 'window' on the back of The Shed.
- 3) *Shade Structure*: A schematic drawing exists; but field adjustments require that a new layout be planned. Jordan does not believe this is something we can complete before winter since it depends on the amphitheater, the turntable, and the benches and none of these is in final design form.

- 4) *Benches and Rail Structures*: Selection of the carriage and bench components depends on the gauge of the rail structure chosen. Jordan said we were seeking donations of hardware; but we haven't located the donations yet. Pat said that Dobbas has wheel sets and lengths of rail (3 ft lengths weigh 136 lbs); the rail cost is \$3 per pound plus cutting and shipping. Our rail lines are 30 and 35 feet. Bill said we will have to buy, and we're not going anywhere waiting for donations. Chris is still hoping for a donation; **Pat will contact Mike Upton of UPRR about a donation.**

The wheels and axels need to match the rails. Chris said the best lead was something Bill found – wheel sets for road vehicles. Chris is on the road tomorrow; **he may have some time to do additional research.** The likely source is in the Midwest, so shipping costs will be considerable. But, if we can grab the materials, we can move forward. Dan Goddard is interested in helping with the metal work.

- 5) *Seating Rocks*: Jordan thinks the seating rocks can be placed before winter. Chris thinks we can chalk out the locations, then Ron Gregg can drop the rocks into place. Chris believes Ron can step in quickly, but Ron will need direction on the number of rocks, what they should look like, and how they should be placed. Pat suggested that Jordan or Kelly select the rock locations when they work on the toilet pad questions. Jordan thinks the two tasks can be accomplished during the same visit; **he will set up a site visit with Ron**, but he needs Ron's contact information, which **Chris will provide.**
- 6) *Bike Station*: The bike rack and repair station was supposedly shipped, but Bill hasn't seen it yet. A pad will be needed.
- 7) *Decomposed Granite* – Chris said we need a roller to compact the soil near The Shed; a small roller can be rented in Reno (United, Ahearn, or Sunbelt) and the work could be completed in half a day. Then the decomposed granite could be laid down with a thickness of at least three inches. But we need to build the bike pad and decide where the rails go first. Norm wants the large rocks recently delivered by Ron Gregg to be moved so he can get his machine into the area. Pat will check sources of decomposed granite in Auburn; Chris warned that Truckee sources are likely to be the most expensive.

- b. Recreation Master Plan: Bill said the last meeting was very short; Stantec is still working on their draft of the plan. The next meeting is Monday at 1 PM; its focus will be on distribution of the draft plan. It will be open for public comment, then there will be a final edit.
- c. Graffiti Removal Project: DSA recruited close to 20 people on September 24 for a follow-up cleaning activity. Sugar Bowl provided a truck-mounted sprayer and cleaned some of the rocks that had been missed in the September 2-4 campaign. Dick did some additional cleaning around Tunnels 6-8 on October 7. Except for new artwork around the first northside opening in Tunnel 8, he didn't see much new large-scale tagging since September 24.



He did notice new tagging (the signature "HUBL") on the rocks at the Shed (photo DSCN0982.jpg, left). The same signature appears frequently around the snowsheds. Pat would like to buy a 5 gallon can of solvent to prepare for cleaning The Shed, rocks, and kiosks. John said TDLT will pay the \$150.

Dick drafted a possible article for *Sierra Sun* on the graffiti removal. Two questions need to be answered before it is submitted: (1) Do we want to publicize our campaign, since Sugar Bowl Academy has already been threatened after publicizing their effort; and (2) if so, how should the article be worded? Several people voiced support for an article; no one was opposed. Pat said we can mention the 'steward' parked at the entrance to Tunnel 6 and the willingness of the Sheriff's Office to provide enforcement. We can also mention the need for continuing financial and volunteer support. John Svahn said that Susan Lindstrom responded to an article in *Moonshine Ink* that cast graffiti art in a favorable light; as an archeologist, she mentioned the loss of historic artifacts and esthetics. She might be enlisted as a contributor. **Dick will refine the article and submit.**

- d. Monument Sign: Dick said Mitzi Hodges has been working with a sign fabricator who will provide a sheet of reflective material that can be

mounted behind the existing sign. Mitzi has been swamped with tree and chipping work in Serene Lakes; he hasn't heard from her in three weeks, but the sign project should be nearly finished. We only need to decide on mounting.

- e. Devil's Peak: Alisa Adriani advised Dick that she wants to put her proposed land-for-trail-easement proposal with USFS on the back burner. While her full-time home with her family is in Squaw Valley, with kids at Kings beach elementary, she and her family live full time at her dad's property near Devil's Peak during the summers. She has been on the SVMAC for years and now she hopes to develop stronger ties with the Summit community in the future. Proliferating descriptions of recreational opportunities on a number of web and social media sites have led to trespassing, trash, vandalism, and other problems that need to be resolved before she can develop the Devil's Peak Trail idea further.

7. Web Design/Cybersecurity:

Two virtual meetings scheduled around the last Board meeting fell through when participants developed late conflicts. Instead Dick asked Naomi to work with Beth on a procedure for closing the DSAA web site. The 'resources' that Pat wanted to save have been transferred to the DSA web site; Tom Appelbaum, the last president of DSAA, was surprised the web site was still operational and said there was nothing he wanted to save. Naomi will report back when she has a plan for closing the DSAA web site. Then the committee will focus on developing new pages that focus on DSA projects, such as The Hub and graffiti removal.

8. Fundraising Committee:

- a. Lamson-Cashion Donor Agreement: Sugar Bowl has written a letter supporting the plaque, and DSA will assume responsibility for its long-term preservation. If George Lamson and Linda Cashion are satisfied, DSA can order the plaque. Mark said they are on a three-week tour and he has not been able to contact them.

9. Internal Matters:

- a. Schedule for Future Meetings: November 12 was confirmed.

10. Announcements (Pat, others):

None.

11.Adjournment:

There being no other business, Pat adjourned the meeting at 6:12 PM.

Minutes approved by the DSA Board of Directors at its meeting on November 12, 2020.

signed by DSA Secretary, Richard Simpson, _____



Tunnel 7 graffiti removal (before, above, DSCN1004.jpg and after, below, DSCN1006.jpg)





**Donner Summit Association (DSA) Core Action Team Meeting
Thursday, November 12, 2020 5-7 PM
Virtual Meeting Hosted from Sugar Bowl, Norden, CA**



Hub conceptual design by JK Architecture Engineering.

Motions and votes are given in *italics*; action items are in **red bold**. For various reasons, the minutes below do not reflect the strict chronological order of discussions during the meeting.

1. Welcome:

Core Action Team (DSA Board) Attendees: Anne-Flore Dwyer, Pat Malberg, Jordan Knighton, Bill Oudegeest, Chris Parker, Dick Simpson, Mike Spain, John Svahn, and Beth Tanhoff.

Others: Tim Kustic and Tom Denzler

The meeting was called to order by Pat Malberg at 5:05 PM. Chris Parker had set up a GoToMeeting site so that remote participants could connect by computer, tablet, smart phone, or traditional phone.

Pat asked whether attendees were affected by or had information about COVID-19 cases. Anne-Flore said she knew of several people in Truckee who have tested positive in the past week. Mike thought Nevada County will soon be classified as 'red' and that 'purple' would follow in a couple more weeks. Pat believed that Placer County is on the same track.

2. Approval of Agenda:

Pat wanted to add a summary of the Van Norden restoration meeting to the agenda. Anne-Flore asked to add an update on the Mountain Housing Council. Both would be added to the agenda under Projects (items 5e and 5f).

Moved (Chris), seconded (John), and carried unanimously (MSC-U) to approve the agenda as revised.

3. Approval of Minutes:

No changes to the October meeting minutes were proposed. Pat commended Dick for production of the minutes.

MSC-U (Jordan, Chris) to approve the October meeting minutes.

4. Treasurer's Report (Beth):

- a. Monthly Report: Beth did not receive a report this month, so Tom spoke. The Truckee Donner Land Trust (TDLT) office has moved to Donner Pass Road (DPR). Ward Fansler is still having connectivity issues in the new location, so he has not been able to provide the usual support to DSA.

Tom and Ward will meet next week to catch up.

Beth said the Tahoe Truckee Community Foundation (TTCF) grant came in; it is now \$10K, rather than the \$7500 originally expected. This goes a long way toward providing the matching funds needed for the Recreation Master Plan grant. Some money from Placer County was received for the Hub project, and some donations came in for another bench. Beth said Bill has been taking care of a lot of Hub expenses using his DSA card.

5. Reports from Ongoing Projects, and Proposals for New Projects:



The Hub as constructed on November 7, showing forms for bike rack and stage (DSCN1147.JPEG)

- a. The Hub: There is a new ‘to-do’ list. Pat went through the items.
 - 1) The concrete pour has been postponed because of the cold weather. The forms are covered with tarps; and the contractor is ready to go when the opportunity comes.
 - 2) The kiosk exhibits are ready to go. Some drilling needs to be done in the frames; DSA can do it if people providing the panels can't. The posters are close to being done. Bill said we can go to print with some if the entire collection is not ready. After printing, the posters need to be mounted on plywood. It may be better to wait until spring for installation. The parking area was packed yesterday, so there are plenty of people who might still find the kiosk information to be interesting.
 - 3) Metal frames for the benches have been moved to the Shed. Frames weigh 150 pounds, wheels 40 pounds, and benches about 100 pounds. The wood for benches will season over the winter in the Shed. We will need help in the spring to put the benches onto the tracks. Roger Drosd has been instrumental in putting the pieces together. Pat thinks the decomposed granite surface covering has made everything “come together”.
 - 4) The overall site design needs a little tweaking; Jordan concurred that this can wait until spring. A lot of coordination will be needed,

including work with vendors. Pat said the last estimate for the shade structure was very expensive; perhaps a better offer can be found over the winter.



Left: Welded frames for carriage-mounted benches.

Photos by Bill Oudegeest.

Below: Carriage with wheels on rails; wooden bench to be mounted later.



- 5) The seating rocks will have to wait. We need to decide on location and again engage the services of Ron Gregg for choice and placement of rocks.
- 6) Bill has done research on sliding doors for the display in front of the Shed. Brochure racks have been ordered, and there will be posters.
- 7) The bike racks and repair station are ready for the concrete pour. Bill said these will be removed each winter because they can be damaged by snow sliding from the Shed roof. The racks and repair station have been placed in the Shed for winter storage.
- 8) The portable toilet enclosure needs county permits before more can be done. Placer County requires a use permit before it will issue a building permit. Bill has completed the application for the use permit; it needs approval from Chris and a signature from Greg Dallas. **Bill will hand deliver the completed form to Chris since Sugar Bowl e-mail has not been working reliably for the past three weeks.**
- 9) Completion Celebration: Pat suggested we think about holding a celebration in late spring, after there is a vaccine.
- 10) Bill has 200 surplus spikes, which can be given as recognitions. We needed about 100, but the minimum order was 300. We could paint them gold. Beth said it would be nice to recognize donors with spikes having the DSA logo on the head. Others could be sold.

Beth wondered whether we will be doing winter maintenance at the Hub. Bill said there won't be any need to do maintenance this year; there is nothing that people could access. Pat said Sugar Bowl will be keeping Old Donner Summit Road open this winter; people who don't have Sugar Bowl reservations will be directed back to DPR via Old DSR. Pat worried about damage to the road if it is kept open during winter. Anne-Flore noted that we have always thought of Old DSR as being closed during winter; if Sugar Bowl is going to keep it open, we might want to rethink how we approach winter visitation and use.

Pat thanked everyone who has contributed to the Hub project; she mentioned Roger Drosd and Ed Bubnis specifically. John added that everyone he takes to the site thinks it "the coolest thing".

- b. Recreation Master Plan: Pat has heard nothing about status of the plan. Bill said that, since Kate left Stantec, nothing has been received other than some sample maps a couple weeks ago. **Bill will send an e-mail to Stantec asking for a status report.**
- c. Graffiti Removal Project: Five people turned out on November 5 for another paint-over. Pat noted that Dick had driven DPR two days later

and he hadn't been able to spot any obvious graffiti from the road. Trail Host Graham Gray has left because of snow; DSA paid him over almost two months to monitor the west entrance to Tunnel 6. There are three 5-gallon buckets of paint left. Tim can store the buckets for a few weeks (to prevent freezing) until Dick returns to the Summit; **Pat will give Tim the combination so he can get the buckets.** John said there has been some additional paint solvent on order for spring.



Tunnel 8 snowsheds from Donner Pass Road on November 9 (DSCN1151.JPEG and DSCN1152.JPEG)

- d. Monument Sign: Dick said new reflective backing has arrived in Truckee. He has removed the temporary backing from the sign so that The Real Graphic Source can shape the top edge to fit the arc of the sign. He will pick up the backing when it has been cut, but he does not expect to install it until spring. In the meantime, the sign will have a natural white (snow) background or it will be buried.
- e. Van Norden Report: Chris summarized the Zoom meeting last week. USFS has changed its plan from a plug-and-pond to a channel-fill approach. That is, the existing deeply incised stream channels on Castle Creek, Litton Creek, and the South Yuba River will be filled, forcing water to spread out over the meadow. Proponents believe this will be more sustainable over the long term than 'damming' the river to create multiple ponds. The end result should be water distributed more widely across the meadow rather than flowing quickly through the existing narrow channel. Fill will come from the old dam, which will be removed in the process. Expect the meadow to have a higher, longer lasting water table.

A boardwalk trail will be constructed on the north side of the meadow to give hikers easy access to the meadow environment. About ½ mile of the

Old Lincoln Highway will be realigned so that it is farther north and closer to the railroad, skirting the existing Sheep Pens parking area, which will be replaced by a new trailhead farther east.

The project is a partnership between USFS and South Yuba River Citizens League (SYRCL), which will be the lead. Sugar Bowl will be meeting with project leaders as the design evolves. NEPA, CEQA, and other permitting/planning are needed; don't expect to see much earth moving activity until 2022. There will be lots of volunteer opportunities in removing canary reed grass, controlling conifer encroachment, and other projects, some of which could be started soon. John said removing canary reed grass will go on forever.

- f. Mountain Housing Council: Anne-Flore said that MHC has selected a consultant to develop a regional housing plan; it will be an update to the 2016 plan. The consultant will collect general housing data for the area, including reaching out to employers to learn their employee needs.

Modular components for a new low-to-middle income Frishman Hollow apartment complex in Truckee have been stored on Sugar Bowl and Soda Springs property over the summer. They were built in Boise, then delivered to the Summit by truck. Assembly in Truckee near the middle school is now in progress.

6. Web Design/Cybersecurity:

- a. DSA Logo: The Web/Computer Committee considered two alternatives to the current DSA logo during its virtual meeting a couple weeks ago; but Nathan Wieler argued for a third. He contacted Brian Tafel, the original artist, who provided the revised logo as well as two others which he personally favored (see bottom of page 9). The new material arrived only a few minutes before the Board meeting started, so discussion was incomplete. The Board favored Brian's revision of the original logo (the 'bridge' design) over Brian's recommended 'tent' design because it felt the representation of Rainbow Bridge more accurately characterized the Summit. There was no discussion of differences between the two 'tent' designs or of a certificate designed around the 'tent' logo that Brian felt could be awarded for contributions to the Summit.
- b. Closing of the Donner Summit Area Association Web Site: 'Resource' materials on the web site of the inactive DSAA have been transferred to the DSA web site, and Naomi Plasterer has copied the entire web site to an HTML file in case we need more. Dick asked whether there were any objections to closing the web site. Beth cautioned that both the DSA and

DSAA web sites are covered by the same account; closing should be done carefully so we don't lose DSA web pages, e-mail, etc. There were no other concerns, and **Dick said he would ask Naomi to close the DSAA pages.**

- c. Retention of Unused Domain Names: When developing the DSA web site and to protect DSA from possible malevolent competitors, Nathan reserved several domain names in addition to donnersummitca.com. He has released several but still holds donnersummit.ca for \$20 per year. Dick recommended releasing this one as well, on the grounds that reserving one out of many provides little protection; also, DSA is now well-established and there should be less potential confusion when browsers search for Summit information. There was no objection; so **Dick will ask Nathan not to renew the donnersummit.ca domain name.**
- d. New Projects Pages on the Web Site: Naomi has developed a prototype for Projects web pages; it replaces the Events item in the top menu bar at donnersummitca.com. Projects has four sub-pages; only the page for graffiti removal is developed, and that is still incomplete. He mentioned that there will be a blog associated with each project, where readers can enter moderated comments. When the Master Recreation Plan is posted, we can use its blog to record reactions. **Dick will ask Naomi to add a feature to the blog which will acknowledge comments.**
- e. General: Forrest Smith continues to handle routine posting of Board minutes. Naomi has been doing new development on an as-available schedule. This division seems to be working well for now.

7. Fundraising:

- a. Newsletter: Pat would like to see a newsletter go out with a plea for financial support. John said he is "waist-deep" in his own fundraising right now, so can't offer help.
- b. Winter Fundraising Appeal: John recommended a winter appeal letter that talks about DSA successes, then asks for continuing support. Dick said that an appeal sent by e-mail is not likely to be as effective as a hard copy letter, based on last year's e-mail winter appeal. Pat said we need an address list if we are to send a letter; she and Beth have separate lists with names and addresses.

Giving Tuesday (the Tuesday after Thanksgiving — this year, December 1) is an option for web-based giving. Beth suggested an e-mail blast before November 23, then a follow-up on November 30.

Anne-Flore suggested that we give spikes to people who donate. Beth said Mitzi has arranged for some masks with the DSA logo.

- c. Next Steps: Pat said that we need a meeting of the Fundraising Committee to get these initiatives organized .

8. Internal Matters:

- a. Administrative Assistant Job Description: Dick draft a job description based on input from Pat and Beth, and he did minor editing to a service contract template provided by Mark Himelstein. Both were sent to the working group (Chris, Beth, Mark, and Pat) for comments. None have been returned, but this may be ready for Board discussion in December.
- b. Next Meeting: Pat announced the next Board/Core Team meeting for December 10. There were no objections.

9. Announcements (Pat, others):

None.

10. Adjournment:

There being no other business, Pat adjourned the meeting at 6:06 PM.

Minutes approved by the DSA Board of Directors at its meeting on December 10, 2020.

signed by DSA Secretary, Richard Simpson, _____



Logo proposals (left to right): current, revised, tent, tent (simple).



Donner Summit Association (DSA) Core Action Team Meeting **Thursday, December 10, 2020 5-7 PM** **Virtual Meeting Hosted from Sugar Bowl, Norden, CA**

Motions and votes are given in *italics*; action items are in **red bold**. For various reasons, the minutes below do not reflect the strict chronological order of discussions during the meeting.

1. Welcome:

Core Action Team (DSA Board) Attendees: Mark Himmelstein, Jordan Knighton, Pat Malberg, Bill Oudegeest, Chris Parker, Dick Simpson, Mike Spain, John Svahn, and Beth Tanhoff.

Others: **Tom Denzler** and **Tim Kustic**.

The meeting was called to order by Pat Malberg at 5:04 PM. Chris Parker had set up a GoToMeeting site so that remote participants could connect by computer, tablet, smart phone, or traditional phone.

Anne-Flore is isolating because of possible COVID-19 exposure and did not participate in this meeting. Pat asked whether attendees were affected by or had information about COVID-19 cases. One of her neighbors in Lincoln is recovering after being very sick during July. No one had other reports.

2. Approval of Agenda:

Moved (Chris), seconded (John), and carried unanimously (MSC-U) to approve the agenda.

3. Approval of Minutes:

No changes to the November meeting minutes were proposed.

MSC-U (Dick, Chris) to approve the November meeting minutes.

4. Treasurer's Report (Tom):

Tom distributed a financial report prior to the meeting; he said there were no special highlights. He spent a couple hours with Ward yesterday, who did most of the work on this report. There still needs to be a bank reconciliation. Future reports depend on Tom's access to a laptop with the accounting software which is presently at the Truckee Donner Land Trust (TDLT). Tom would like to move everything to his own computer, but Ward's computer writes the checks; transferring that function is apparently more complicated.

Mark asked whether the Lamson-Cashion donation had been included in the accounting (yes); per the donor agreement, the money needs to go into a CD. **Chris is willing to set up the CD, but he needs authorization. Pat will find out what needs to be done to satisfy the authorization requirements.** Some of the donation could be used to pay current expenses before the CD is opened. There is reimbursement money coming from Placer County, so the split between current expenses and the CD still needs to be calculated. Mark recommended a 6-month CD so the money could be available for new expenses next summer.

Mike asked whether it would make sense to purchase a laptop so that Tom could do his DSA work on a dedicated machine. Tom said he already has a laptop that would be suitable. John said TDLT may have an older laptop that could be donated. **Tom will discuss options with Ward.**

5. Reports from Ongoing Projects, and Proposals for New Projects:

a. The Hub:

- 1) The building permit for the toilet enclosure depends on having a use permit; a public hearing is part of the process. Bill has the papers for moving this forward, but Placer County said a signature from the property owner (Union Pacific Railroad) is needed; Bill had assumed that a signature from Sugar Bowl (the lease-holder) would be sufficient. **Chris has a contact with the UPRR real estate office; he will ask about getting a signature.** Bill can provide the papers when Chris has located someone willing to sign.
- 2) Anne-Flore continues to work on displays.
- 3) Holes have been drilled in the kiosk frames.
- 4) Wood for the movable benches is drying over the winter in Bill's basement.
- 5) John Isgreen has postponed the concrete pour because of cold temperatures.

- 6) Pat has put caps on exposed rebar in the 'pour' area. John asked whether this was sufficient, and Chris said we should make sure that our construction meets OSHA requirements. **He has OSHA-approved caps, which he will substitute.**
 - 7) A family has donated \$5K for another bench.
 - 8) Bill estimated that the account has \$97K still available after outstanding bills are paid; he has asked Placer County for an extension of the project time because of various delays.
 - 9) Pat noticed that rodent activity in the Shed resulted in spillage of paint from one of the cans that had about 2" in the bottom. Cleanup will be needed in the spring; it is too messy and not threatening anything else right now.
- b. Recreation Master Plan: Chris said there have been a couple follow-up meetings with Stantec on status. Stantec is undergoing a transition; our former contact (Kate) has left and Bernadette is the new lead. There seems to be a misunderstanding of the work needed to complete the Plan. Chris said the Plan needs to mesh better with the restoration activities at the Hub. It also needs to reflect better the ongoing 'trail' activities of USFS and TDLT in the area; the Plan should provide guidance on what needs to be done at the Summit to improve recreational opportunities, how those should be implemented, and with what priority. Chris is developing a spreadsheet that presents this information; he hopes to have it finished by the weekend. It can then be used to create a GIS model. Chris said Stantec is willing to finish this work within the original cost estimate. Bill said the time frame for Stantec to 'wrap up' is April. Whether this includes the public review is not clear.
- c. Graffiti Removal Project: John Scott asked to overpaint particularly egregious rock graffiti recently; Pat gave him 5 gallons. Pat thinks we have 15 gallons of paint left. Bill wondered whether we should paint the interior of Tunnel 6, which has unique historical value. Mark said taggers will continue to come back; we need graffiti-resistant paint, which is what San Francisco used to curb graffiti in The City.
- d. Monument and Welcome Sign: Dick said new reflective backing has arrived in Truckee and has been cut to shape by The Real Graphic Source. He will pick it up when he is in Truckee next (not until early January at the earliest); he wants to wait until spring to install it. Beth offered to pick it up, but Dick said there is no rush if installation is months away.

Placer County has estimated that the Monument account still has \$35K, but Bill said the project ended a couple years ago and the account has been closed. The County has since admitted to the error.

6. Web Design/Cybersecurity:

- a. DSA Logo: There was some communication with Brian Tafel after the last Board meeting. Pat said he was not happy that DSA was not following his recommended design ideas; but it is OK with him if DSA uses his 'bridge' design for its new logo (second from left at bottom of page 5). Pat asked for a meeting to discuss this; **Dick will set one up.**
- b. Closing of the Donner Summit Area Association Web Site: Beth summarized a late e-mail from Naomi, who has just closed the DSAA site. Rather than make it completely disappear, she has set up forwarding so that any visitors are referred to the DSA web page. Forwarding will work until the domain name has to be renewed, at which time the renewal option will be rejected and the site will go 'dark'.
- c. New Projects Pages on the Web Site: Dick said there has been irregular communication with Naomi on fleshing out the new "Projects" pages on the web site. She has asked for guidance on content and high-resolution images. Dick has provided content for graffiti pages, but Naomi is not responding. Bill wondered why 'high-resolution' graphics are needed since computer screens have limited display capability. Pat said she would like to get more information onto the web pages about the Hub; Dick said he was trying to finish the 'graffiti' pages before starting on Hub pages. **He will contact Naomi about next steps. Bill said he would send Naomi the best images he has of the Hub design.**

Pat wondered whether a blog-like feature could be added to the web site. Dick said he has asked Naomi about this, but she has not replied.

7. Fundraising:

- a. Naming Rights: Pat sent a blurb about the conceptual rendition of the Hub site to Beth. Pat would like to see the web site used more effectively in fundraising.
- b. Winter Fundraising Appeal: Pat has not written an appeal letter because she thinks ours would simply be lost in the flood of fundraising letters at this time of year.
- c. Committee: There needs to be a rebirth of the Fundraising Committee. **Anyone with members to suggest should contact Pat.**

8. Internal Matters:

- a. Administrative Assistant Job Description: Dick drafted a job description and Mark drafted a service agreement. Beth’s concern is that “DSA will provide a place of work” is part of the service agreement. Mark said his was a template and this wording could be removed. He thinks it is more common to state that the contractor provides the place of work. **He and Beth will discuss how to proceed by phone before the end of the month.** The important thing for Mark is to make sure the job description is correct.
- b. Calendar for 2021: Pat proposed monthly meetings with meeting lengths limited to about an hour each. There were no objections. The next meeting will be on January 14.

9. Announcements (Pat, others):

Jordan has a new granddaughter.

Pat wished everyone a wonderful Christmas.

10. Adjournment:

There being no other business, Pat adjourned the meeting at 5:49 PM.

Minutes approved by the DSA Board of Directors at its meeting on January 14, 2021.

signed by DSA Secretary, Richard Simpson, _____



Logo proposals (left to right): current, revised, tent, tent (simple).